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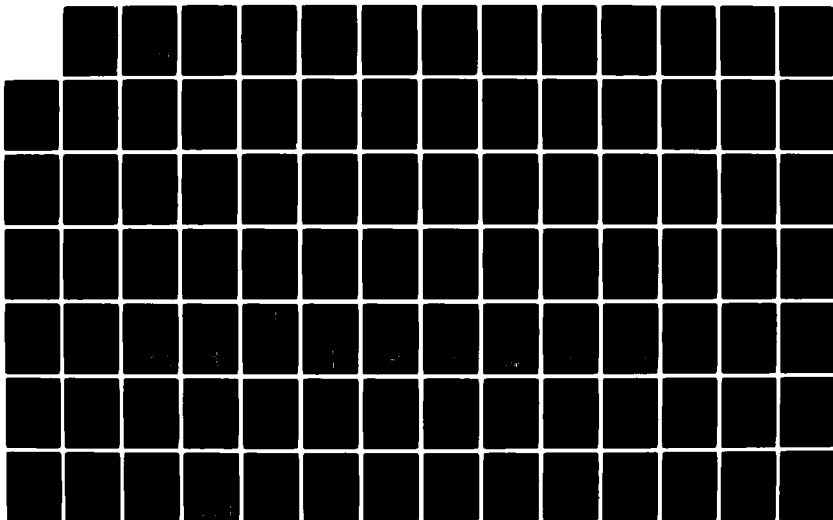
JOB LANGUAGE PERFORMANCE REQUIREMENTS FOR MOS 31N
TACTICAL CIRCUIT CONTROL..(U) DEFENSE LANGUAGE INST
LACKLAND AFB TX ENGLISH LANGUAGE CENTER.. 19 JUL 79

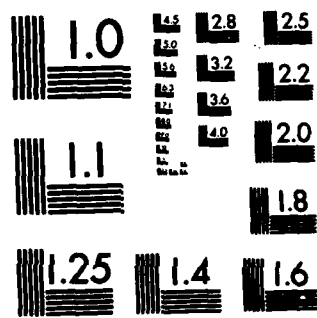
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JOB LANGUAGE PERFORMANCE REQUIREMENTS

FOR 31N

MOS

TACTICAL CIRCUIT CONTROLLER

REFERENCE SOLDIER'S MANUAL DATED

19 July 1979

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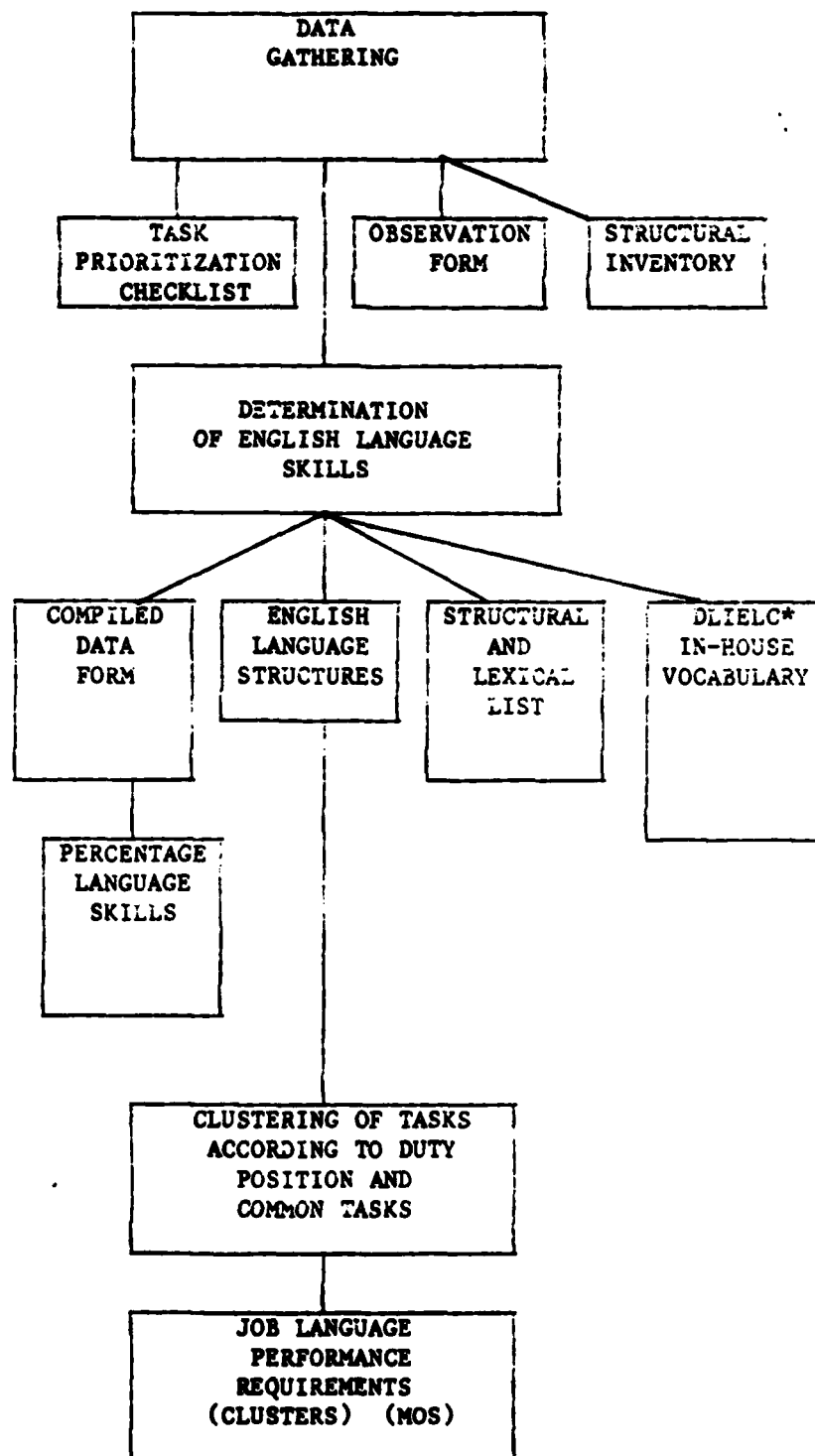


FIGURE 1

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20. ABSTRACT (Continue on reverse side if necessary and identify by block number) The Job Language Performance Requirements (JLPR) study was conducted to determine language tasks the soldier must do in studying/performing job tasks. The language skills (listening, reading, writing, speaking) required to learn each Army job task were identified, conditions studied and standards determined. The data that generated the JLPR is identified.		

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PREFACE

INSTRUCTIONS FOR REVIEW OF JOB LANGUAGE PERFORMANCE REQUIREMENTS

This report is organized in six main sections. Sections I-IV discuss methods, forms and rationale for gathering, organizing and analyzing research data used to develop Job Language Performance Requirements (JLPR). Please look through these sections to get a general understanding of the background underlying the JLPR. Sections V and VI are the major substantive portions of the analysis. They are the results of the analysis and constitute the basis for development of any MOS-oriented English language materials. Section V contains the JLPR by cluster/topic, while Section VI contains the JLPR covering the entire range of clusters/topics.

The appendices, one through eight, contain all the information used to determine the Job Language Performance Requirements. Please write any suggestions or changes directly on the document or attach additional notes, if necessary.

The points covered in the six major sections are supported in greater detail in eight appendices. Below is an overview of these appendices.

Appendix one contains the Task Prioritization Checklist. It was taken to the field to collect the raw data. This form was approved for use by the Department of the Army.

Appendix two contains the Task Inventory Compiled Data Form. It was used to organize data from Unit and AIT respondents.

Appendix three defines the language skills by percentage. This form includes computations of language skills for each task cluster.

Appendix four contains the Observation Form used in the recording of types of listening and speaking skills required, as seen by observers, in the learning and performing of a task. The variety of environmental situations is also included on this form.

Appendix five contains the final list of structural and lexical items found through data gathering and organization.

Appendix six contains the DLIELC in-house vocabulary list. This is a task by task listing of the vocabulary extracted from the Soldier's Manual.

Appendix seven contains the machine-generated vocabulary for this MOS prepared by the United States Army Training and Doctrine Command (TRADOC), Fort Monroe, Virginia.

Appendix eight contains the list of structural and lexical items requisite to this MOS.

Thank you for your cooperation. It is greatly appreciated.



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SECTION I

DATA GATHERING

INTRODUCTION

This section discusses the procedures and forms in the gathering of data used to determine the Job Language Performance Requirements for this MOS.

SECTION I: DATA GATHERING

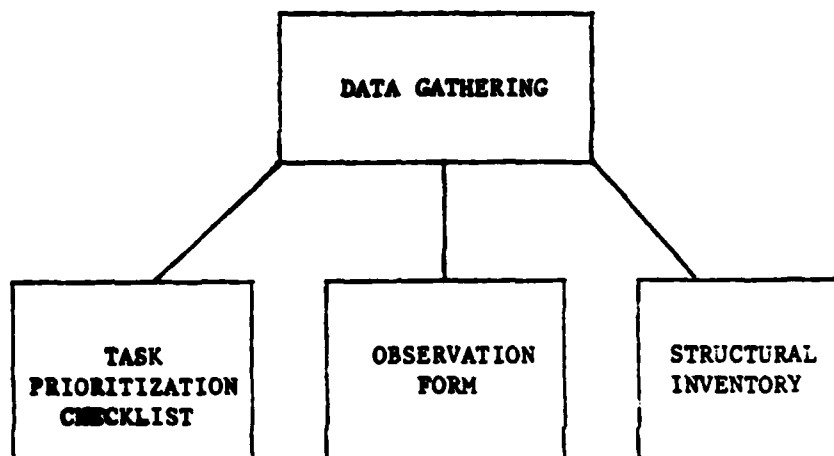


FIGURE 2

In order to establish Job Language Performance Requirements for this MOS the curriculum development specialists at the Defense Language Institute English Language Center (DLIELC) analyzed the current learning and working situations, and individual tasks. The goal was to collect data which would help identify the Job Language Performance Requirements pertinent to this MOS.

To conduct this analysis, training specialists visited the AIT School and Unit cadre. Interviews were conducted using a Task Prioritization Checklist, (Appendix 1). For each task, first-line supervisors answered the following questions:

1. Is the task taught?
2. How is the task taught?
3. Is the task tested?
4. How is the task tested?
5. How important are speaking, listening, reading and writing in learning and performing the task?
6. What are the results of poor performance in performing the task.

Additional data were gathered through use of an Observation Form and an analysis of language structures in the Soldier's Manual for this MOS.

The Observation Form (Appendix 4) was used to record actual observations of the learning situations, populations, tasks, and language.

The lexical and structural analysis was done by a panel of language specialists who first listed all structures found in the Soldier's Manual for this MOS and then all structures, standard and non-standard, noted on the Observation Forms for all vocabulary from the Soldier's Manual. All lists were then combined into an overall lexical and structural inventory.

SUMMARY/CONCLUSION:

The tools for data gathering were:

1. The Task Prioritization Checklist (Appendix 1)
2. The Task Inventory Compiled Data Form (Appendix 2)
3. The Observation Form (Appendix 4)
4. A Structural and Lexical Inventory (consisting of rough drafts of all vocabulary and structures in this MOS).

These tools were used to form the data pool from which the Job Language Requirements were determined.

SECTION II

DETERMINATION OF ENGLISH LANGUAGE SKILLS

INTRODUCTION

This section discusses the organization of the raw data into information used to determine the English language skills pertinent to this MOS.

SECTION II: DETERMINATION OF ENGLISH LANGUAGE SKILLS

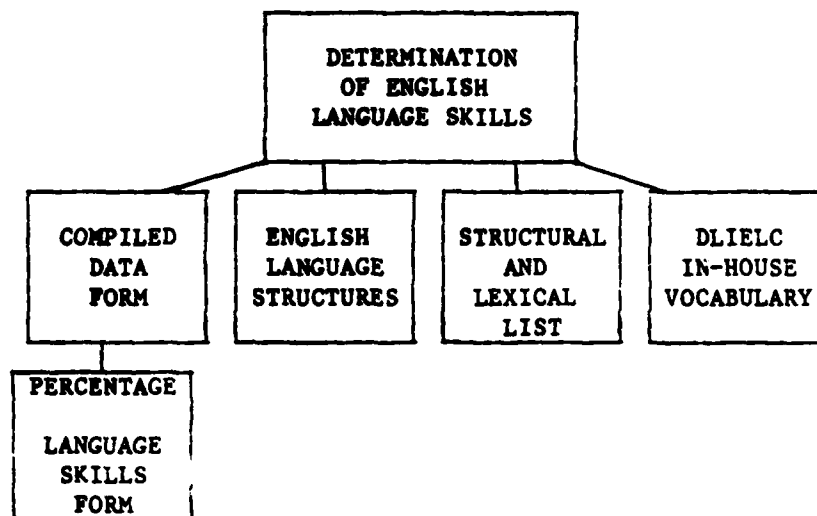


FIGURE 3

The raw data collected as described in Section II above was used to determine the English Language skills which the soldier must learn to learn and perform the task. The Compiled Data Form, Appendix 2, was used to organize the observation and analysis data. Selected information from the Task Prioritization Checklist was recorded directly on this form. Specifically three variables were used to determine the language skills involved. They were:

1. Methods of teaching.
2. Methods of testing.
3. The actual respondents' ratings of the four English language skills.

From each of the three variables the following skills were determined:

VARIABLE	ENGLISH LANGUAGE SKILLS
Methods of Teaching demonstration lecture hands on self-paced	listening, listening, writing listening reading, writing

Methods of Testing performance oral written	listening speaking writing, reading
Rating of English Language Skills listening speaking reading writing	*a response of 2 or 3 on a scale of 1 to 3 was tallied a response of 1, 2, or 3 on a scale of 1 to 5 was tallied

*See A1

In order to determine the relations of the various skills in the MOS, data from the three variables were tallied on the Percentage Language Skills Form. An average was then found using the following formula:

$$TR \div TxVxR = \% \text{ of use}$$

T = total number of tasks per cluster

V = language skill variable per cluster**

R = maximum number of respondents in any task in that cluster

TR = total tally of responses per task per skill

% of use = use of the language skill in the task

Percentages found in this MOS were:

Listening	57%
Speaking	26%
Reading	47%
Writing	35%

As shown by the figures, listening is the most important skill in this MOS. However, in particular duty sections, percentages varied. Appendix 3, the Percentage Language Skills Form, shows the actual skill percentages in each duty position.

**See A3

Organization of structural and lexical items was done by comparing a structural and lexical list extracted from the Soldier's Manual with a structural inventory list extracted from ALC (American Language Center) materials through Volume 2400, at the end of which a trainee is normally qualified for Specialized English Technical Terminology training. By comparing the lists redundancies were eliminated, leaving the final list of structural and lexical items indicated by grammatical title in Appendix 5.

SUMMARY/CONCLUSION:

Organization of the data included the recording of responses on the Task Inventory Compiled Data Form, use of the Percentage Language Skills Form, and the DLIELC in-house structural analysis list. Skills were analyzed by duty section. The actual lexical items in this MOS were grouped and listed task by task. This information was then used to determine the specific Job Language Performance Requirements.

SECTION III

CLUSTERING OF COMMON AND DUTY POSITION TASKS

INTRODUCTION

Due to the overlapping of certain elements among the various MOS, tasks were clustered in order to prevent duplication of effort for each MOS.

This section contains a listing of the clusters for this MOS.

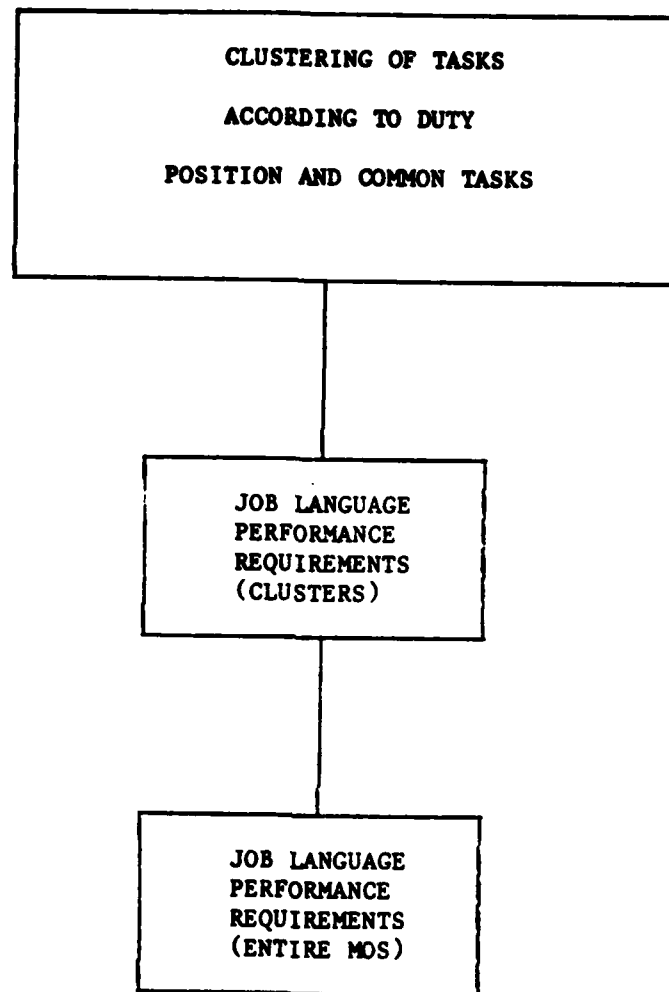


FIGURE 4

SECTION III: CLUSTERING OF COMMON AND DUTY POSITION TASKS

Clustering was done by using the common and duty position tasks in the Soldier's Manual.

The following clusters are in this MOS:

1. FIRST AID
2. NUCLEAR, BIOLOGICAL AND CHEMICAL OPERATIONS
3. INDIVIDUAL FITNESS
4. BASIC INDIVIDUAL TECHNIQUES
5. CAMOUFLAGE
6. LAND NAVIGATION
7. M16A1 RIFLE
8. SECURITY AND INTELLIGENCE
9. GRENADES
10. LEADERSHIP
11. DA FORMS
12. RADIO PROCEDURE
13. SWITCHBOARDS
14. COMMUNICATIONS TECHNICAL CONTROL CENTER
15. LOCAL AND DISTANT PCM EQUIPMENT
16. FOUR-WIRE CIRCUITS

SECTION IV

JOB LANGUAGE PERFORMANCE REQUIREMENTS

INTRODUCTION

This section discusses the format for the Job Language Performance Requirements.

SECTION IV: JOB LANGUAGE PERFORMANCE REQUIREMENTS

The format for the Job Language Performance Requirements is:

TASK:
CONDITION:
STANDARD:

A. TASK

The Job Language Performance Requirements state the language tasks the soldier must do in studying/performing specific MOS job tasks. A task addressing language would be one of reading, listening, speaking or writing. Job tasks, as seen in the Soldier's Manual, are those which pertain to the soldiers duties. To write these as language tasks required the following explanations of what the soldier would speak, read, listen and write. Below are the kinds of explanations that had to be made in this MOS.

SPEAKING

Produces oral utterances to report/inform/explain/elicit response/respond.

Analysis of this MOS indicates verbal reports entailing those activities directly related to the soldiers job tasks.

The speaking act to respond or elicit response in this MOS is an oral response to a command or visual signal.

Speaking to explain involves situations of instruction in any training situation.

Speaking to inform involves producing oral utterances to communicate necessary information.

READING

Read for information/to learn.

Printed and written materials are used throughout this MOS. The soldier is expected to read technical manuals, fields manuals, soldier's manual, written communication and audio-visual aids. Content of these materials is presented in formats and styles ranging from simple factual words or sentences to complex passages containing highly technical vocabulary, often with ellipsis. The purpose is to teach the student, so the student reads them to learn. Reading to learn involves reading names, attributes, information, procedures, explanations of how systems work, concepts, vocabulary terms, and definitions which are committed to short or long term memory for immediate or later recognition.

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Basically, the soldier will use these reading materials to supplement what is stated in a lecture by integrating the information from the different texts or written communiques into his understanding of the previous lecture.

The soldier must develop the ability to understand the words in context, to read in thought units, and then select and understand the main ideas. The soldier must retain, apply, and integrate these ideas with past experience to use in his MOS.

Reading to learn, then, is a synthesis. What is read is to be retained in memory for integration in new experiences.

Reading for information, on the other hand, is quite different. The read material is to be retained only in short term memory, used for a specific purpose (i.e., look up a metric equivalent of 37 pounds) and then forgotten.

LISTENING

Listen to oral information to learn/to report.

In this MOS, lecture is a main method of instruction. The lecture is often supplemented by a demonstration. The soldier listens to the lecture to learn data pertinent to the task. Analysis of lecture presentations indicated many language variables. The soldier hears sub-standard usages, various registers of style and formality, colloquialisms, even profanity, in situations ranging from a barracks to a field. The soldier must differentiate between the types of language functions. Is it expression, exchange, description, explanation, argumentation, persuasion, statement, request, or order? The oral information may be directly from the speaker and/or indirectly such as over the telephone, radio, TV, or tape. The soldier must organize and gain meaning from what is heard. Out of all these variables, the soldier must identify or infer the main ideas or major points.

Analysis of this MOS did not and could not specify all types of spontaneous language the soldier would be exposed to. The POI, though, does show the general form of the constrained oral language the soldier must listen to in order to learn the task.

B. CONDITIONS

The condition is what the soldier will be given in order to do the task. For the MOS job, the soldier is given paper, pencil, and printed materials. For language purposes, he will be given certain structural and lexical features as found through the data gathering and organizing from interviews and observations. Again, for the job that the soldier will be given, the material may be under normal working conditions, though other conditions may be added such as with or without protective gear or in darkness.

The soldier will read lists, tables, procedures, checklists or signs, and will hear scenarios, lectures, explanations, and commands. Therefore, these are listed with the Job Language Performance Requirements as possible conditions.

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C. STANDARDS

The standard for our purpose is 100%. A standard for understanding or speaking cannot be tested as saying the soldier will disassemble a .45 caliber pistol in eight minutes. Because of this, 100% understandable speech or 100% legibility is used as a reference.

SUMMARY/CONCLUSION:

The Job Language Performance Requirements including tasks, conditions, and standards, were first written for each task cluster. The clusters were then combined into the Job Language Performance Requirements for the entire MOS.

SECTION V

JOB LANGUAGE PERFORMANCE REQUIREMENTS (CLUSTERED)

INTRODUCTION

Sections I, II, III, and IV described how Job Language Performance Requirements were identified and constructed.

This section contains the Job Language Performance Requirements for each task cluster pertinent to this MOS.

FIRST AID

I. PERCENTAGE LANGUAGE SKILLS

Listening	88%
Speaking	44%
Reading	63%
Writing	47%

II. JOB LANGUAGE PERFORMANCE REQUIREMENTS

TASK:	Listen to learn
CONDITIONS:	Given oral instructions in any training situation (Appendix 4), using standard and non-standard structural and lexical items (Appendices 5 & 7)
STANDARDS:	100% understanding of oral communication
TASK:	Listen to respond
CONDITIONS:	Given a medical scenario involving simple questions about an illness in any training situation (Appendix 4), using standard and non-standard structural and lexical items (Appendices 5 & 7)
STANDARDS:	100% understanding of oral utterances
TASK:	Produce oral utterances to explain
CONDITIONS:	Given a simple medical scenario requiring an oral interpretation in any training situation (Appendix 4), using standard and non-standard structural and lexical items (Appendices 5 & 7)
STANDARDS:	100% understandable oral communication
TASK:	Produce appropriate oral responses spontaneously or upon request
CONDITIONS:	Given any verbal stimulus in the form of questions, scenarios or instructions in any training situation (Appendix 4), using standard and non-standard structural and lexical items (Appendices 5 & 7)
STANDARDS:	100% understandable oral responses
TASK:	Read for information
CONDITIONS:	Given printed MOS training materials in the form of captioned illustrations, procedures, tables and explanations
STANDARDS:	100% understanding of printed content
TASK:	Read to learn
CONDITIONS:	Given printed MOS training materials, captioned illustrations, procedures and references
STANDARDS:	100% understanding of printed content

TASK: Write to record and report
CONDITIONS: Given the requirement to complete forms and make written reports
STANDARDS: 100% understandable and legible written content

III. TASK NUMBERS AND TITLES

081-831-1001	Perform Mouth-to-Mouth Resuscitation
081-831-1002	Perform Cardiopulmonary Resuscitation - CPR
081-831-1004	Apply First Aid Measures to Stop Bleeding
081-831-1005	Administer First Aid to Prevent Shock
081-831-1006	Immobilize a Suspected Fracture
081-831-1007	Administer First Aid for Burns
081-831-1008	Administer First Aid for Heat Injuries
081-831-1009	Administer First Aid for Wet or Cold Injuries

NUCLEAR, BIOLOGICAL AND CHEMICAL OPERATIONS

I. PERCENTAGE LANGUAGE SKILLS

Listening	84%
Speaking	30%
Reading	87%
Writing	65%

II. JOB LANGUAGE PERFORMANCE REQUIREMENTS

TASK:	Listen to learn
CONDITIONS:	Given oral instructions in any training situation (Appendix 4), using standard and non-standard structural and lexical items (Appendices 5 & 7)
STANDARDS:	100% understanding of oral communication
TASK:	Listen to perform
CONDITIONS:	Given oral warnings regarding simulated NBC situations (scenarios) in any training situation (Appendix 4), using standard and non-standard structural and lexical items (Appendices 5 & 7)
STANDARDS:	100% understanding of oral utterances
TASK:	Produce appropriate oral responses spontaneously or upon request
CONDITIONS:	Given any verbal stimulus in the form of questions, scenarios or instructions in any training situation (Appendix 4), using standard and non-standard structural and lexical items (Appendices 5 & 7)
STANDARDS:	100% understandable oral responses
TASK:	Produce oral utterances to inform and respond
CONDITIONS:	Given NBC situations requiring oral alarms
STANDARDS:	100% understandable oral utterances
TASK:	Read for information
CONDITIONS:	Given printed MOS training materials in the form of procedures, captioned illustrations and notations defined as explanations
STANDARDS:	100% understanding of printed material
TASK:	Read to learn
CONDITIONS:	Given printed MOS training materials in the form of procedures, captioned illustrations, warnings and references
STANDARDS:	100% understanding of printed content
TASK:	Write to record and report
CONDITIONS:	Given a requirement to produce a written report
STANDARDS:	100% understandable and legible written content

III. TASK NUMBERS AND TITLES

031-503-1001	Perform Operator's Maintenance on an M17 Series Protective Mask
031-503-1002	Put on and Wear a Protective Mask
031-503-1004	Recognize and Protect Self Against a CB Hazard
031-503-1005	Recognize and Protect Self Against a Nuclear Hazard
031-503-1009	Satisfy Personal Needs in a Chemical Environment

INDIVIDUAL FITNESS

I. PERCENTAGE LANGUAGE SKILLS

Listening	87%
Speaking	33%
Reading	33%
Writing	8%

II. JOB LANGUAGE PERFORMANCE REQUIREMENTS

TASK:	Listen to learn and perform
CONDITIONS:	Given oral instructions or verbal commands in any training situation (Appendix 4), using standard and non-standard structural and lexical items (Appendices 5 & 7)
STANDARDS:	100% understanding of oral communication
TASK:	Produce appropriate oral responses spontaneously or upon request
CONDITIONS:	Given any verbal stimulus in the form of questions, scenarios or instructions in any training situation (Appendix 4), using standard and non-standard structural and lexical items (Appendices 5 & 7)
STANDARDS:	100% understandable oral responses
TASK:	Produce oral utterances to inform and respond
CONDITIONS:	Given a requirement to make a verbal report in any training situation (Appendix 4), using standard and non-standard structural and lexical items (Appendices 5 & 7)
STANDARDS:	100% understandable oral utterances
TASK:	Read for information
CONDITIONS:	Given printed MOS training materials in the form of procedures, charts, captioned illustrations and explanations
STANDARDS:	100% understanding of printed content

III. TASK NUMBERS AND TITLES

071-327-0201	Maintain an Appropriate Level of Physical Fitness (Male Only)
071-327-0210	Maintain an Appropriate Level of Physical Fitness (Female Only)
071-327-0202	Lead Physical Conditioning Activities

BASIC INDIVIDUAL TECHNIQUES

I. PERCENTAGE LANGUAGE SKILLS

Listening	100%
Speaking	50%
Reading	67%
Writing	50%

II. JOB LANGUAGE PERFORMANCE REQUIREMENTS

TASK:	Listen to learn and perform
CONDITIONS:	Given oral instructions or verbal commands in any training situation (Appendix 4), using standard and non-standard structural and lexical items (Appendices 5 & 7)
STANDARDS:	100% understanding of oral communication
TASK:	Produce appropriate oral responses spontaneously or upon request
CONDITIONS:	Given any verbal stimulus in the form of questions, scenarios or instructions in any training situation (Appendix 4), using standard and non-standard structural and lexical items (Appendices 5 & 7)
STANDARDS:	100% understandable oral responses
TASK:	Read for information
CONDITIONS:	Given printed MOS training materials in the form of captioned illustrations, procedures and references
STANDARDS:	100% understanding of printed content
TASK:	Read to learn
CONDITIONS:	Given printed MOS training materials in the form of warnings, procedures, definitions, captioned illustrations and references
STANDARDS:	100% understanding of printed content
TASK:	Write to record
CONDITIONS:	Given a requirement to produce a written report
STANDARDS:	100% understandable and legible written content

III. TASK NUMBERS AND TITLES

071-331-0852 Clear Fields of Fire

CAMOUFLAGE

I. PERCENTAGE LANGUAGE SKILLS

Listening	100%
Speaking	0%
Reading	67%
Writing	50%

II. JOB LANGUAGE PERFORMANCE REQUIREMENTS

TASK: Listen to learn and perform
CONDITIONS: Given oral instructions in any training situation (Appendix 4), using standard and non-standard structural and lexical items (Appendices 5 & 7)
STANDARDS: 100% understanding of oral communication

TASK: Produce appropriate oral responses spontaneously or upon request
CONDITIONS: Given any verbal stimulus in the form of questions, scenarios or instructions in any training situation (Appendix 4), using standard and non-standard structural and lexical items (Appendices 5 & 7)
STANDARDS: 100% understandable oral responses

TASK: Read for information
CONDITIONS: Given printed MOS training materials in the form of captioned illustrations, procedures and references
STANDARDS: 100% understanding of printed content

TASK: Read to learn
CONDITIONS: Given printed MOS training materials in the form of warnings, procedures, definitions, captioned illustrations and references
STANDARDS: 100% understanding of printed content

TASK: Write to record
CONDITIONS: Given a requirement to produce a written report
STANDARDS: 100% understandable and legible written content

III. TASK NUMBERS AND TITLES

051-202-1001	Camouflage/Conceal Self and Individual Equipment
051-202-1002	Camouflage/Conceal Equipment
051-202-1003	Camouflage/Conceal Defensive Positions

LAND NAVIGATION

I. PERCENTAGE LANGUAGE SKILLS

Listening	100%
Speaking	50%
Reading	70%
Writing	53%

II. JOB LANGUAGE PERFORMANCE REQUIREMENTS

TASK:	Listen to learn and perform
CONDITIONS:	Given oral instructions in any training situation (Appendix 4), using standard and non-standard structural and lexical items (Appendices 5 & 7)
STANDARDS:	100% understanding of oral communication
TASK:	Produce appropriate oral responses spontaneously or upon request
CONDITIONS:	Given any verbal stimulus in the form of questions, scenarios or instructions in any training situation (Appendix 4), using standard and non-standard structural and lexical items (Appendices 5 & 7)
STANDARDS:	100% understandable oral responses
TASK:	Produce oral utterances to inform and respond
CONDITIONS:	Given a requirement to make a verbal report in any training situation (Appendix 4), using standard and non-standard structural and lexical items (Appendices 5 & 7)
STANDARDS:	100% understandable oral utterances
TASK:	Read for information
CONDITIONS:	Given printed MOS training materials in the form of marked maps, definitions, captioned illustrations, instructions and procedures
STANDARDS:	100% understanding of printed content
TASK:	Read to learn
CONDITIONS:	Given printed MOS training materials in the form of procedures, captioned illustrations and explanations
STANDARDS:	100% understanding of printed content
TASK:	Write to record
CONDITIONS:	Given a requirement to record the grid reference
STANDARDS:	100% legible written content

III. TASK NUMBERS AND TITLES

071-329-1001	Identify Terrain Features (Natural and Manmade) on the Map
071-329-1002	Determine the Grid Coordinates of a Point on a Military Map Using the Military Grid Reference System
071-329-1004	Determine the Elevation of a Point on the Ground Using a Map
071-329-1005	Determine a Location on the Ground by Terrain Association
071-329-1006	Navigate From One Position on the Ground to Another Point
071-329-1007	Determine Distance While Moving Between Two Points on the Ground
071-329-1008	Measure Distance on a Map
071-329-1010	Determine Azimuths Using a Coordinate Scale and Protractor
071-329-1012	Orient a Map to the Ground by Map Terrain Association

M16A1 RIFLE

I. PERCENTAGE LANGUAGE SKILLS

Listening	80%
Speaking	0%
Reading	53%
Writing	40%

II. JOB LANGUAGE PERFORMANCE REQUIREMENTS

TASK:	Listen to learn and perform
CONDITIONS:	Given oral instructions or verbal commands in any training situation (Appendix 4), using standard and non-standard structural and lexical items (Appendices 5 & 7)
STANDARDS:	100% understanding of oral communication
TASK:	Produce appropriate oral responses spontaneously or upon request
CONDITIONS:	Given any verbal stimulus in the form of questions, scenarios or instructions in any training situation (Appendix 4), using standard and non-standard structural and lexical items (Appendices 5 & 7)
STANDARDS:	100% understandable oral responses
TASK:	Read to learn
CONDITIONS:	Given printed MOS training materials in the form of procedures, captioned illustrations, warnings and references
STANDARDS:	100% understanding of printed content
TASK:	Write to record and report
CONDITIONS:	Given the requirement to complete forms and make written reports
STANDARDS:	100% understandable and legible written content

III. TASK NUMBERS AND TITLES

071-311-2001	Perform Operator Maintenance on an M16A1 Rifle, Magazine and Ammunition
071-311-2003	Load, Reduce a Stoppage, and Clear an M16A1 Rifle
071-311-2004	Battlesight Zero an M16A1 Rifle
071-311-2007	Qualify With the M16A1 Rifle
071-311-2006	Use Limited Visibility Firing Techniques With the M16A1 Rifle

V-11-31N

SECURITY AND INTELLIGENCE

I. PERCENTAGE LANGUAGE SKILLS

- Listening	60%
- Speaking	50%
- Reading	40%
- Writing	30%

II. JOB LANGUAGE PERFORMANCE REQUIREMENTS

TASK: Listen to learn and perform
CONDITIONS: Given oral instructions in any training situation (Appendix 4), using standard and non-standard structural and lexical items (Appendices 5 & 7)
STANDARDS: 100% understanding of oral communication

TASK: Listen to orally interact
CONDITIONS: Given oral challenges, passwords and scenarios in any training situation (Appendix 4), using standard and non-standard structural and lexical items (Appendices 5 & 7)
STANDARDS: 100% understanding of oral information

TASK: Produce appropriate oral responses spontaneously or upon request
CONDITIONS: Given any verbal stimulus in the form of questions, scenarios or instructions in any training situation (Appendix 4), using standard and non-standard structural and lexical items (Appendices 5 & 7)
STANDARDS: 100% understandable oral responses

TASK: Produce spontaneous oral utterances to interact
CONDITIONS: Given the requirement to orally respond to challenges, passwords and security situations in any training situation (Appendix 4), using standard and non-standard structural and lexical items (Appendices 5 & 7)
STANDARDS: 100% understandable oral utterances

TASK: Read to learn
CONDITIONS: Given printed MOS training materials in the form of procedures, tables and warnings
STANDARDS: 100% understanding of printed content

TASK: Write to record and report
CONDITIONS: Given the requirement to complete forms and make written reports
STANDARDS: 100% understandable and legible written content

III. TASK NUMBERS AND TITLES

071-331-0801	Use Challenge and Password
071-331-0822	Perform Duties as a Sentinel of the Guard (Interior)
121-004-1417	Receipt/Control Classified Material
121-004-1418	Transfer Classified Material
071-331-0807	Enforce Noise, Light, and Litter Discipline

GRENADES

I. PERCENTAGE LANGUAGE SKILLS

Listening	0%
Speaking	0%
Reading	0%
Writing	0%

II. JOB LANGUAGE PERFORMANCE REQUIREMENTS

TASK:	Listen to learn and perform
CONDITIONS:	Given oral instructions or verbal commands in any training situation (Appendix 4), using standard and non-standard structural and lexical items (Appendices 5 & 7)
STANDARDS:	100% understanding of oral communication
TASK:	Listen for information
CONDITIONS:	Given oral instructions to perform task specific assignments in any training situation (Appendix 4), using standard and non-standard structural and lexical items (Appendices 5 & 7)
STANDARDS:	100% understanding of oral information
TASK:	Produce appropriate oral responses spontaneously or upon request
CONDITIONS:	Given any verbal stimulus in the form of questions, scenarios or instructions in any training situation (Appendix 4), using standard and non-standard structural and lexical items (Appendices 5 & 7)
STANDARDS:	100% understandable oral responses
TASK:	Read to learn
CONDITIONS:	Given printed MOS training materials in the form of warnings, procedures, definitions, captioned illustrations and references
STANDARDS:	100% understanding of printed content

III. TASK NUMBERS AND TITLES

071-325-4402 Engage Enemy Targets With Hand Grenades

LEADERSHIP

I. PERCENTAGE LANGUAGE SKILLS

Listening	21%
Speaking	17%
Reading	30%
Writing	25%

II. JOB LANGUAGE PERFORMANCE REQUIREMENTS

TASK:	Listen to orally interact
CONDITIONS:	Given a class of students interacting in any training situation (Appendix 4), using standard and non-standard structural and lexical items (Appendices 5 & 7)
STANDARDS:	100% understanding of oral communication
TASK:	Produce oral utterances to interact
CONDITIONS:	Given situations requiring inspections, supervision and counseling in any training situation (Appendix 4), using standard and non-standard structural and lexical items (Appendices 5 & 7)
STANDARDS:	100% understandable oral utterances
TASK:	Read for information
CONDITIONS:	Given printed MOS training materials in the form of references, manuals, explanations and procedures
STANDARDS:	100% understanding of printed content
TASK:	Write to inform and record
CONDITIONS:	Given deficiencies and the assignment to complete DA forms
STANDARDS:	100% legible written communication

III. TASK NUMBERS AND TITLES

071-328-5301	Inspect Personnel/Equipment
071-328-5302	Supervise Maintenance on Individual and TOE Equipment
071-328-5304	Enforce Preventive Medicine Program (Include Personal Hygiene)
121-303-2501	Prepare the Rater's Section of an Enlisted Evaluation Report (EER)
113-623-7046	Counsel Subordinate Personnel
847-896-2020	Conduct Individual Training
113-616-7011	Check Performance Monitoring Procedures (PMP)
113-616-3009	Perform Performance Monitoring Procedures
113-608-4010	Implement Telecommunications Service Order (TSO), DA Form 4621-R
113-608-4011	Implement Circuit Routing List
113-616-7001	Check Testing of Local Cables/Wire Lines

DA FORMS

I. PERCENTAGE LANGUAGE SKILLS

Listening	32%
Speaking	21%
Reading	48%
Writing	39%

II. JOB LANGUAGE PERFORMANCE REQUIREMENTS

TASK:	Listen for information
CONDITIONS:	Given oral instructions to perform task specific assignments in any training situation (Appendix 4), using standard and non-standard structural and lexical items (Appendices 5 & 7)
STANDARDS:	100% understanding of oral information
TASK:	Read for information
CONDITIONS:	Given printed MOS training materials and designated forms
STANDARDS:	100% understanding of printed content
TASK:	Write to record and report
CONDITIONS:	Given a requirement to complete communication forms and logs
STANDARDS:	100% understandable and legible written content

III. TASK NUMBERS AND TITLES

113-623-3001	Prepare Equipment Inspection and Maintenance Worksheet (DA Form 2404)
113-623-3011	Prepare Exchange Tag, DA Form 2402
113-623-3003	Prepare Maintenance Request (DA Form 2407)
113-623-7001	Check Preparation of Equipment Inspection and Maintenance Worksheet, DA Form 2404
113-623-7002	Check Preparation of Exchange Tag, DA Form 2402
113-623-7003	Check Preparation of Maintenance Request Form, DA Form 2407
113-623-3004	Prepare Preventive Maintenance Schedule and Record, DA Form 314
113-608-4002	Prepare System and Circuit Status Record (Card-2)
113-608-4003	Prepare System and Circuit Status Record (DA Form 4623-R, Card-1)
113-608-4004	Prepare C-E Trouble Record (DA Form 4617-R)
113-608-7002	Check Preparation of System and Circuit Status Records (DA Form 4623-R)
113-608-7003	Check Preparation of C-E Trouble Record (DA Form 4617-R)

RADIO PROCEDURE

I. PERCENTAGE LANGUAGE SKILLS

Listening	0%
Speaking	0%
Reading	0%
Writing	0%

II. JOB LANGUAGE PERFORMANCE REQUIREMENTS

TASK:	Listen to learn and perform
CONDITIONS:	Given oral instructions and a brief oral message including prowords in any training situation (Appendix 4), using standard and non-standard structural and lexical items (Appendices 5 & 7)
STANDARDS:	100% understanding of oral information
TASK:	Produce oral utterances over radiotelephone
CONDITIONS:	Given the requirement to orally communicate using the phonetic alphabet in any training situation (Appendix 4), using standard and non-standard structural and lexical items (Appendices 5 & 7)
STANDARDS:	100% understandable oral utterances
TASK:	Produce appropriate oral responses spontaneously or upon request
CONDITIONS:	Given any verbal stimulus in the form of questions, scenarios or instructions in any training situation (Appendix 4), using standard and non-standard structural and lexical items (Appendices 5 & 7)
STANDARDS:	100% understanding of oral responses
TASK:	Read to learn
CONDITIONS:	Given printed MOS training materials in the form of instructions, captioned illustrations and sample messages using prowords
STANDARDS:	100% understanding of printed content

III. TASK NUMBERS AND TITLES

113-571-1001	Use Correct Procedures to Transmit or Receive a Radio Message
113-571-1005	Send or Receive a Radiotelephone Message

SWITCHBOARDS

I. PERCENTAGE LANGUAGE SKILLS

Listening	43%
Speaking	34%
Reading	54%
Writing	41%

II. JOB LANGUAGE PERFORMANCE REQUIREMENTS

TASK: Listen to learn
CONDITIONS: Given oral instructions in any training situation (Appendix 4), using standard and non-standard structural and lexical items (Appendices 5 & 7)
STANDARDS: 100% understanding of oral utterances

TASK: Produce oral utterances over radiotelephone
CONDITIONS: Given the requirement to orally communicate using the phonetic alphabet in any training situation (Appendix 4), using standard and non-standard structural and lexical items (Appendices 5 & 7)
STANDARDS: 100% understandable oral utterances

TASK: Read to learn
CONDITIONS: Given printed MOS training materials in the form of instructions, captioned illustrations and sample messages using prowords
STANDARDS: 100% understanding of printed content

TASK: Write to record and report
CONDITIONS: Given a requirement to complete communication forms and logs
STANDARDS: 100% understandable and legible written content

III. TASK NUMBERS AND TITLES

113-616-3003	Test Local Automatic Switchboard Circuit
113-616-7003	Check Testing of Local Automatic Switchboards

COMMUNICATIONS TECHNICAL CONTROL CENTER

I. PERCENTAGE LANGUAGE SKILLS

Listening	50%
Speaking	30%
Reading	57%
Writing	38%

II. JOB LANGUAGE PERFORMANCE REQUIREMENTS

TASK:	Listen to learn and perform
CONDITIONS:	Given oral instructions and a brief oral message including prowords in any training situation (Appendix 4), using standard and non-standard structural and lexical items (Appendices 5 & 7)
STANDARDS:	100% understanding of oral information
TASK:	Produce appropriate oral responses spontaneously or upon request
CONDITIONS:	Given any verbal stimulus in the form of questions, scenarios or instructions in any training situation (Appendix 4), using standard and non-standard structural and lexical items (Appendices 5 & 7)
STANDARDS:	100% understandable oral responses
TASK:	Produce oral utterances over radiotelephone
CONDITIONS:	Given the requirement to orally communicate using the phonetic alphabet in any training situation (Appendix 4), using standard and non-standard structural and lexical items (Appendices 5 & 7)
STANDARDS:	100% understandable oral utterances
TASK:	Read to learn
CONDITIONS:	Given printed MOS training materials in the form of instructions, captioned illustrations and sample messages using prowords
STANDARDS:	100% understanding of printed content
TASK:	Write to record and report
CONDITIONS:	Given a requirement to complete communication forms and logs
STANDARDS:	100% understandable and legible written content

III. TASK NUMBERS AND TITLES

113-602-1004	Install Communications Technical Control Center AN/TSQ-84
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113-602-2004	Perform Preoperational Checks of Telephone and Teletype Control Center AN/TSQ-84
113-602-2005	Perform Preoperational Checks of Test Equipment in the Communications Technical Control Center AN/TSQ-84
113-602-0003	Troubleshoot Circuits Utilizing Communications Technical Control Center AN/TSQ-84
113-602-2006	Connect Hybrid Patch Panel in the AN/TSQ-84
113-602-2007	Check Loop Equipment Connected to Communications Technical Control Center AN/TSQ-84
113-602-2008	Check Line Equipment Connected to Communications Technical Control Center AN/TSQ-84
113-602-2009	Route/Reroute 2-Wire/4-Wire Circuits Utilizing Communications Technical Control Center AN/TSQ-84
113-602-2010	Monitor Circuits Utilizing Communications Technical Control Center AN/TSQ-84
113-602-2011	Use Conditioning Equipment in the Communications Technical Control Center AN/TSQ-84
113-602-3016	Perform Preventive Maintenance on Communications Technical Control Center AN/TSQ-84
113-602-3015	Test Patch Cords Using AN/USM-181

LOCAL AND DISTANT PCM EQUIPMENT

I. PERCENTAGE LANGUAGE SKILLS

Listening	36%
Speaking	25%
Reading	42%
Writing	36%

II. JOB LANGUAGE PERFORMANCE REQUIREMENTS

TASK:	Listen to learn
CONDITIONS:	Given oral instructions in any training situation (Appendix 4), using standard and non-standard structural and lexical items (Appendices 5 & 7)
STANDARDS:	100% understanding of oral communication
TASK:	Produce oral utterances over radiotelephone
CONDITIONS:	Given the requirement to orally communicate using the phonetic alphabet in any training situation (Appendix 4), using standard and non-standard structural and lexical items (Appendices 5 & 7)
STANDARDS:	100% understandable oral utterances
TASK:	Produce appropriate oral responses spontaneously or upon request
CONDITIONS:	Given any verbal stimulus in the form of questions, scenarios or instructions in any training situation (Appendix 4), using standard and non-standard structural and lexical items (Appendices 5 & 7)
STANDARDS:	100% understandable oral responses
TASK:	Read to learn
CONDITIONS:	Given printed MOS training materials in the form of instructions, captioned illustrations and sample messages using prowords
STANDARDS:	100% understanding of printed content
TASK:	Write to record and report
CONDITIONS:	Given a requirement to complete communication forms and logs
STANDARDS:	100% understandable and legible written content

III. TASK NUMBERS AND TITLES

113-616-3007	Test Local and Distant PCM Equipment
113-616-7007	Check Testing of Local and Distant PCM Equipment

FOUR-WIRE CIRCUITS

I. PERCENTAGE LANGUAGE SKILLS

Listening	38%
Speaking	32%
Reading	44%
Writing	32%

II. JOB LANGUAGE PERFORMANCE REQUIREMENTS

TASK:	Listen to learn and perform
CONDITIONS:	Given oral instructions and a brief oral message including prowords in any training situation (Appendix 4), using standard and non-standard structural and lexical items (Appendices 5 & 7)
STANDARDS:	100% understanding of oral information
TASK:	Produce appropriate oral responses spontaneously or upon request
CONDITIONS:	Given any verbal stimulus in the form of questions, scenarios or instructions in any training situation (Appendix 4), using standard and non-standard structural and lexical items (Appendices 5 & 7)
STANDARDS:	100% understandable oral responses
TASK:	Produce oral utterances over radiotelephone
CONDITIONS:	Given the requirement to orally communicate using the phonetic alphabet in any training situation (Appendix 4), using standard and non-standard structural and lexical items (Appendices 5 & 7)
STANDARDS:	100% understandable oral utterances
TASK:	Read to learn
CONDITIONS:	Given printed MOS training materials in the form of instructions, captioned illustrations and sample messages using prowords
STANDARDS:	100% understanding of printed content
TASK:	Write to record and report
CONDITIONS:	Given a requirement to complete communication forms and logs
STANDARDS:	100% understandable and legible written content

III. TASK NUMBERS AND TITLES

113-616-3004	Test 4-Wire TA-341/TT Telephone Sets and Circuits
113-616-3005	Test 4-Wire Circuits to CV-1919 Telephone Converter
113-616-3006	Test 4-Wire Circuits to Telecommunications Center and Data Terminal
113-616-7004	Check Testing of 4-Wire TA-341/TT Telephone Sets and Circuits
113-616-7005	Check Testing of 4-Wire Circuits to CV-1919 Telephone Converters
113-616-7006	Check Testing of 4-Wire Circuits to Telecommunications Center

SECTION VI

JOB LANGUAGE PERFORMANCE REQUIREMENTS (Entire MOS)

INTRODUCTION

This section contains language tasks for each generic skill for this MOS. Listed below each task are the types of receptive or productive language activity involved.

LISTENING

- TASK:** Understand oral language intended to inform or instruct.
- CONDITIONS:** Given explanations, procedures, rules, instructions or definitions in simple to complex lexicon and syntax, formal or informal registers, casual or colloquial speech, military jargon, slang or dialectical speech in any training situation. (Appendices 4, 5 & 6)
- STANDARDS:** 100% understanding and assimilation of presented oral language task.

The following are specific conditions found in this language task:

Warnings
Described situations
Directions
Lectures
Commands, Orders
Sound tracks (films, tapes)
Standard/Non-standard English
Instructions
SQT questions

- TASK:** Understand spontaneous oral language or language via a technical medium - such as a radio telephone - intended to inform and elicit responses.
- CONDITIONS:** Given scenarios, questions, commands or requests in simple to complex lexicon and syntax, formal or informal registers, casual or colloquial speech, military jargon, slang or dialectical speech in any training situation. (Appendices 4, 5, & 6)
- STANDARDS:** 100% understanding and assimilation of oral language in order to apply and respond.

The following are specific conditions found in this language task:

Shouting
Radio communications
Coded messages
Spellings
Conversation
Requests

SPEAKING

- TASK:** Formulate and produce appropriate oral responses spontaneously.
- CONDITIONS:** Given any verbal stimulus in the form of questions, scenarios, instructions, or cues in any training situation.
(Appendices 5 & 6)
- STANDARDS:** 100% understandable oral response using correct lexicon and syntax for the training situation.

The following are specific conditions found in the language task:

Explanations
Statements
Repetitions
Counting
Corrections
Assignments
Notifications
Oral reports
Answers
Clarifications
Information

- TASK:** Produce oral utterances to interact and communicate spontaneously or via a technical medium such as radio telephone.
- CONDITIONS:** Given a communicative situation (Appendices 4, 5, & 6 Soldier's Manual) in any training situation.
- STANDARDS:** 100% understandable communication using correct lexicon and syntax for the communication act.

The following are specific conditions found in this language task:

Requesting information
Requesting permission
Transmitting messages
Call signs
Vocal signals
Shout warnings
Radio communications
Target locations
Directions (N,S,E,W)
Directions, general
Requests for fire
Report on the results of fire
Challenges/Passwords
Training sessions
Interaction

READING

- TASK:** Read MOS training in the form of printed prose or graphic representations in order to learn processes, concepts, vocabulary, definitions and identifications, to calculate problems, intercept codes and complete forms.
- CONDITIONS:** Given technical, non-technical, lexical and structural features in simple to complex printed form in any training situation.
(Appendices 4, 5 & 6)
- STANDARDS:** 100% understanding of printed content.

The following are specific conditions found in this language task:
Captions with illustrations.

Lists	Extracts
Procedures	Columns
Information	Indices
Definitions	Charts
Outlines	Methods
Signs	Technical Vocabulary
Markers	Standard Operating Procedures
References	Cartoons
Rules	Problems
Maps	Manuals
Flags	Graphic Training Aids
Military Documents	
I.D. Papers	
Regulations	

- TASK:** Identify, understand, and interpret written utterances pertinent to MOS training in technical or non-technical language.
- CONDITIONS:** Given technical, non-technical, lexical and structural features in simple to complex written form in any training situation.
(Appendices 4, 5 & 6)
- STANDARDS:** 100% understanding of written content.

The following are specific conditions found in this language task:

Lists
Information
Descriptions
Radiation readings off dosimeter
Coordinate scales
Callsigns-suffices
Three-letter codes
Examples
Calculations
Markings
Radio communications
Range cards
Notes
Messages

WRITING

- TASK:** Upon instruction, write in conventional orthography, letter, numbers, words or sentences appropriate to the training situation.
- CONDITIONS:** Given standardized forms, paper or answer sheets and the instructions to list, answer, describe or recall.
- STANDARDS:** 100% syntactical and lexical correctness and legibility of writing which is also appropriate in style and usage to training situations. (Appendix 4)

The following are specific conditions found in this language task:

Ratings
Signatures
Range cards
Data symbols
Answers
Descriptions
Notes
Reports

- TASK:** Write, in conventional orthography, letters, or specialized code, numbers, words or sentences in order to transmit or record information.
- CONDITIONS:** Given standardized forms or paper and oral communication.
- STANDARDS:** 100% syntactical and lexical correctness of writing which can be read by another speaker of English.

The following are specific conditions found in this language task:

Technical forms
Codes
Grid coordinates
Decoded messages
Encoded messages
Logbooks
Plottings
Figures
Reports
Tags
Range cards
Applicable DA forms

APPENDICES

1. Task Prioritization Checklist
2. Task Inventory Compiled Data Forms
3. Percentage Language Skills
4. Observation Form
5. Structural/Lexical list
6. Vocabulary (DLIELC in-house)
7. Vocabulary (machine-generated)
8. English Language Structures

APPENDIX 1

TASK PRIORITIZATION CHECKLIST

This Checklist was approved by the
Department of the Army in 1980.

MOS IN WHICH YOU WERE TRAINED: _____
 POSITION: _____
 UNITY: _____

*RATING: 1=low
2= med
3= high

YES	NO	IS TASK TAUGHT?

IMPORTANCE
OF:
LISTENING*
SPEAKING*
READING*
WRITING*
LESS

LECTURE
SELF-PACED
DEMONSTRATION
HANDS-ON

YES
NO
IS TASK
TESTED?
WR

WRITTEN	ORAL	PERFORMANCE	HOW TESTED?

PERSON
EQUIPMENT

19

APPENDIX 2

TASK INVENTORY COMPILED DATA FORM

This form was used to record data from
the Task Prioritization Checklist.

TASK NUMBER	UNIT	CRITICALITY	METHODS OF TEACHING	METHODS OF TESTING	RATING OF ELS	MOS: _____ NUMBER OF RESPONSES: _____		DATA OBTAINED FROM: _____ TRAINING SPECIALIST: _____
						difficult?	tested?	
1	writing reading speaking listening	danger to person or equipment importance	self-paced hands-on demonstration lecture	written oral performance	writing reading speaking listening			
2	writing reading speaking listening	danger to person or equipment importance	self-paced hands-on demonstration lecture	written oral performance	writing reading speaking listening			
3	writing reading speaking listening	danger to person or equipment importance	self-paced hands-on demonstration lecture	written oral performance	writing reading speaking listening			
4	writing reading speaking listening	danger to person or equipment importance	self-paced hands-on demonstration lecture	written oral performance	writing reading speaking listening			
5	writing reading speaking listening	danger to person or equipment importance	self-paced hands-on demonstration lecture	written oral performance	writing reading speaking listening			
6	writing reading speaking listening	danger to person or equipment importance	self-paced hands-on demonstration lecture	written oral performance	writing reading speaking listening			
7	writing reading speaking listening	danger to person or equipment importance	self-paced hands-on demonstration lecture	written oral performance	writing reading speaking listening			
8	writing reading speaking listening	danger to person or equipment importance	self-paced hands-on demonstration lecture	written oral performance	writing reading speaking listening			
9	writing reading speaking listening	danger to person or equipment importance	self-paced hands-on demonstration lecture	written oral performance	writing reading speaking listening			
10	writing reading speaking listening	danger to person or equipment importance	self-paced hands-on demonstration lecture	written oral performance	writing reading speaking listening			

TRAINING SPECIALIST:

[illegible]

TASK NUMBER	ALT	CRITICALITY	METHODS OF TEACHING	METHODS OF TESTING	RATING OF ELS				UNIT	CRITICALITY	METHODS OF TEACHING	METHODS OF TESTING	RATING OF ELS	DATA OBTAINED FROM:	MOS:	NUMBER OF RESPONSES:	TRAINING SPECIALIST:
					writing	reading	speaking	listening									
118-602-2009	difficult?																
	tested?																
	taught?																
118-602-2009	difficult?																
	tested?																
	taught?																
118-602-2009	difficult?																
	tested?																
	taught?																
118-602-2011	difficult?																
	tested?																
	taught?																
118-602-2016	difficult?																
	tested?																
	taught?																

PAGE 4 OF 1		NUMBER OF RESPONSES:	
DATA OBTAINED FROM: GERMANY		TRAINING SPECIALIST:	
RATING OF ELS	writing		
	reading		
	speaking		
	listening		
METHODS OF TESTING	written		
	oral performance		
METHODS OF TEACHING	self-paced		
	hands-on demonstration lecture		
CRITICALITY	danger to person or equipment importance		
UNIT	difficult?		
	tested?		
MOS:		NUMBER OF RESPONSES:	
DATA OBTAINED FROM:		TRAINING SPECIALIST:	
RATING OF ELS	writing		
	reading		
	speaking		
	listening		
METHODS OF TESTING	written		
	oral performance		
METHODS OF TEACHING	self-paced		
	hands on demonstration lecture		
CRITICALITY	danger to person or equipment importance		
AIT	difficult?		
	tested?		
	taught?		
TASK NUMBER			

TRAINING SPECIALIST:

DATA OBTAINED FROM: _____ **TRAINING SPECIALIST:** _____

[illegible]

DATA OBTAINED FROM: Q2 R11111

TRAINING SPECIALIST:

[illegible]

DATA OBTAINED FROM:

TRAINING SPECIALIST:

MOS:

NUMBER OF RESPONSES:

DATA OBTAINED FROM:

TRAINING SPECIALIST:

[illegible]

Germany

TRAINING SPECIALIST:

[illegible]

PAGE 10 OF 11		NUMBER OF RESPONSES: _____	
DATA OBTAINED FROM: 07-201-531-GLP		TRAINING SPECIALIST: _____	
RATING OF ELS	writing		
	reading		
	speaking		
	listening		
METHODS OF TESTING	written		
	oral		
	performance		
METHODS OF TEACHING	self-paced		
	hands-on		
	demonstration		
	lecture		
CRITICALITY	danger to person or equipment		
	importance		
UNIT	difficult?		
	tested?		
MOS: _____		NUMBER OF RESPONSES: _____	
DATA OBTAINED FROM: _____		TRAINING SPECIALIST: _____	
RATING OF ELS	writing	1	1
	reading	1	1
	speaking	1	1
	listening	1	1
METHODS OF TESTING	written	1	1
	oral	1	1
	performance	1	1
METHODS OF TEACHING	self-paced	1	1
	hands on	1	1
	demonstration	1	1
	lecture	1	1
CRITICALITY	danger to person or equipment	1	1
	importance	1	1
AIT	difficult?	1	1
	tested?	1	1
	laught?	1	1
TASK NUMBER	13-116-2007	13-116-1007	

TRAINING SPECIALIST

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TRAINING SPECIALIST[illegible]

TRAINING SPECIALIST

THE

114-107-7002

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APPENDIX 3

PERCENTAGE LANGUAGE SKILLS

This appendix contains the computations for the percentages of listening, speaking, reading and writing involved in each cluster.

Some clusters have two sets of computations because some Task Prioritization Forms were received after original computations and had to be added on.

**PERCENTAGE LANGUAGE SKILLS
NOS 3/2**

TR = total number of responses to variables in the cluster
T = number of tasks in the cluster
V = variables
R = maximum number of respondents in any task in that cluster

FORMULA	LISTENING	SPEAKING	READING	WRITING
$\frac{TR + (T)(V)(R)}{T} = \%$	-demonstration -lecture -hands-on -performance (test) -rating (scale)	-oral (test) -rating (scale)	-self-paced -written (test) -rating (scale)	-lecture -self-paced -written (test) -rating (scale)
Cluster	5 = 100%	2 = 100%	3 = 100%	4 = 100%
FIRST AID 01-831-1001-2 1004-9	$8 \times 5 \times 1 = 40$ 7 7 7 7 7 $\frac{40}{35} = .875$ $40 \overline{) 35.000}$	$8 \times 2 \times 1 = 16$ 7 0 7 $\frac{16}{7} = .438$ $16 \overline{) 7.000}$	$8 \times 3 \times 1 = 24$ 1 7 7 15 $\frac{24}{15} = .625$ $24 \overline{) 15.000}$	$8 \times 4 \times 1 = 32$ 7 1 7 0 15 $\frac{32}{15} = .47$ $32 \overline{) 15.000}$
	88%	44%	63%	47%
NBC 031-503-1001-2 1004-5 1009	$5 \times 5 \times 1 = 25$ 5 5 4 2 5 21 $\frac{25}{21} = .81$ $25 \overline{) 21.000}$	$5 \times 2 \times 1 = 10$ 3 0 3 $\frac{10}{3} = .333$ $10 \overline{) 3.000}$	$5 \times 3 \times 1 = 15$ 5 5 3 3 13 $\frac{15}{13} = .367$ $15 \overline{) 13.000}$	$5 \times 4 \times 1 = 20$ 5 5 3 3 13 $\frac{20}{13} = .32$ $20 \overline{) 13.000}$
	84%	33%	87%	65%
INDIVIDUAL FITNESS 071-327-0101 0210 0202	$3 \times 5 \times 1 = 15$ 3 1 3 3 3 13 $\frac{15}{13} = .867$ $15 \overline{) 13.000}$	$3 \times 2 \times 1 = 6$ 1 1 2 $\frac{6}{2} = .333$ $6 \overline{) 2.000}$	$3 \times 3 \times 1 = 9$ 0 0 3 3 $\frac{9}{3} = .333$ $9 \overline{) 3.000}$	$3 \times 4 \times 1 = 12$ 1 0 0 0 1 $\frac{12}{1} = .083$ $12 \overline{) 1.000}$
	87%	33%	33%	87%

PERCENTAGE LANGUAGE SKILLS
NOS 31N

TR = total number of responses to variables in the cluster
T = number of tasks in the cluster
V = variables
R = maximum number of respondents in any task in that cluster

FORMULA	LISTENING	SPEAKING	READING	WRITING
$\frac{TR + (T)(V)(R)}{T} = \%$	-demonstration -lecture -hands-on -performance (test) -rating (scale)	-oral (test) -rating (scale)	-self-paced -written (test) -rating (scale)	-lecture -self-paced -written (test) -rating (scale)
Cluster	5 = 100%	2 = 100%	3 = 100%	4 = 100%
BASIC INDIVIDUAL TECHNIQUES 071-331-0852	$1 \times 5 \times 1 = 5$ $\frac{1}{5}$ $5 \overline{) 5.00}$	$1 \times 2 \times 1 = 2$ $\frac{1}{2}$ $2 \overline{) 1.00}$	$1 \times 3 \times 1 = 3$ $\frac{1}{3}$ $3 \overline{) 1.000}$	$1 \times 4 \times 1 = 4$ $\frac{1}{4}$ $4 \overline{) 1.000}$
	100%	50%	67%	50%
CAMOUFLAGE 051-202-1001 1002 1003	$3 \times 5 \times 1 = 15$ $\frac{3}{15}$ $15 \overline{) 15.000}$	$3 \times 2 \times 1 = 6$ $\frac{3}{6}$	$3 \times 3 \times 1 = 9$ $\frac{3}{9}$ $9 \overline{) 6.000}$	$3 \times 4 \times 1 = 12$ $\frac{3}{12}$ $12 \overline{) 6.000}$
	100%	0%	67%	50%
LAND NAVIGATION 071-329-1001-2 1001.2 1010 1012	$9 \times 5 \times 1 = 45$ $\frac{9}{45}$ $45 \overline{) 45.00}$	$9 \times 2 \times 1 = 18$ $\frac{9}{18}$ $18 \overline{) 9.000}$	$9 \times 3 \times 1 = 27$ $\frac{9}{27}$ $27 \overline{) 19.000}$	$9 \times 4 \times 1 = 36$ $\frac{9}{36}$ $36 \overline{) 19.000}$
	100%	50%	70%	53%
				100%

PERCENTAGE LANGUAGE SKILLS
MOS 314

3

TR = total number of responses to variables in the cluster
T = number of tasks in the cluster
V = variables
R = maximum number of respondents in any task in that cluster

FORMULA	LISTENING	SPEAKING	READING	WRITING
$TR + (T)(V)(R) = \%$	-demonstration -lecture -hands-on -performance (test) -rating (scale)	-oral (test) -rating (scale)	-self-paced -written (test) -rating (scale)	-lecture -self-paced -written (test) -rating (scale)
Cluster	5 = 100%	2 = 100%	3 = 100%	4 = 100%
M16A1 Rifle 071-311-2001 2003-4 2006-7	$5 \times 5 \times 1 = 25$ $\begin{array}{r} 4 \\ 4 \\ 4 \\ 4 \\ 4 \\ \hline 20 \end{array}$ $25 \overline{) 20.000}$	$5 \times 2 \times 1 = 10$ $\begin{array}{r} 0 \\ 0 \\ 0 \\ \hline 0 \end{array}$	$5 \times 3 \times 1 = 15$ $\begin{array}{r} 4 \\ 0 \\ 4 \\ \hline 8 \end{array}$ $15 \overline{) 8.000}$	$5 \times 4 \times 1 = 20$ $\begin{array}{r} 4 \\ 4 \\ 0 \\ 0 \\ 0 \\ \hline 8 \end{array}$ $20 \overline{) 8.000}$
	80%	0%	53%	40%
SECURITY AND INTELLIGENCE 071-331-0301 121-004-1417-13 071-331-0307	$5 \times 5 \times 1 = 25$ $\begin{array}{r} 3 \\ 3 \\ 3 \\ 3 \\ 3 \\ \hline 15 \end{array}$ $25 \overline{) 15.000}$	$5 \times 2 \times 1 = 10$ $\begin{array}{r} 3 \\ 2 \\ \hline 5 \end{array}$ $10 \overline{) 5.000}$	$5 \times 3 \times 1 = 15$ $\begin{array}{r} 5 \\ 0 \\ 0 \\ \hline 6 \end{array}$ $15 \overline{) 6.000}$	$5 \times 4 \times 1 = 20$ $\begin{array}{r} 3 \\ 0 \\ 0 \\ 0 \\ 0 \\ \hline 6 \end{array}$ $20 \overline{) 6.000}$
	60%	50%	40%	30%
Language	$1 \times 5 \times 0 = 0$	$1 \times 2 \times 0 = 0$	$1 \times 3 \times 0 = 0$	$1 \times 4 \times 0 = 0$
071-325-4402				
	0%	0%	0%	0%
				67

PERCENTAGE LANGUAGE SKILLS
MOS 312

TR = total number of responses to variables in the cluster
T = number of tasks in the cluster
V = variables
R = maximum number of respondents in any task in that cluster

FORMULA	LISTENING	SPEAKING	READING	WRITING
TR + (T)(V)(R) = %	-demonstration -lecture -hands-on -performance (test) -rating (scale)	-oral (test) -rating (scale)	-self-paced -written (test) -rating (scale)	-lecture -self-paced -written (test) -rating (scale)
Cluster	5 = 100%	2 = 100%	3 = 100%	4 = 100%
LEADERSHIP 113-608 100011 113-616-3009 071-328-5301-2 5304 121-030-2501 113-623-7016 113-624-2120 113-616-1011, 2001	$11 \times 5 \times 8 = 440$ 7 7 17 $440 \overline{) 92.000}$ $\cdot 209$ 39 22 92	$11 \times 2 \times 8 = 176$ 7 23 30 $176 \overline{) 30.000}$ $\cdot 170$	$11 \times 3 \times 8 = 264$ 39 12 29 80 $264 \overline{) 80.000}$ $\cdot 302$	$11 \times 4 \times 8 = 352$ 7 39 12 29 57 $352 \overline{) 80.000}$
	219%	179%	302%	257%
DA FORMS	$12 \times 5 \times 8 = 480$ 12 12 27 64 30 154 $480 \overline{) 124.000}$	$12 \times 2 \times 8 = 192$ 12 28 40 $192 \overline{) 40.000}$ $\cdot 208$	$12 \times 3 \times 8 = 288$ 6 127 $288 \overline{) 137.000}$ $\cdot 479$	$12 \times 4 \times 8 = 384$ 12 65 23 50 150
	329%	217%	487%	397%
RA 500 PROCEDURE 113-571-1001 1005	$2 \times 5 \times 0 = 0$	$2 \times 2 \times 0 = 0$	$2 \times 3 \times 0 = 0$	$2 \times 4 \times 0 = 0$

PERCENTAGE LANGUAGE SKILLS NOS 31^d

TR = total number of responses to variables in the cluster
T = number of tasks in the cluster
V = variat
R = maximum number of respondents in any task in that cluster.

FORMULA	LISTENING	SPEAKING	READING	WRITING
$TR + (T)(V)(R) = \%$	-demonstration -lecture -hands-on -performance (test) -rating (scale)	-oral (test) -rating (scale)	-self-paced -written (test) -rating (scale)	-lecture -self-paced -written (test) -rating (scale)
Cluster	5 = 100%	2 = 100%	3 = 100%	4 = 100%
SWITCHBOARDS 113-616-3003 7003	$24 \times 5 \times 8 = 80$ <div> <div>2</div> <div>2</div> <div>6</div> <div>16</div> <div>8</div> <div>34</div> </div> <div> <div>.425</div> <div>80</div> <div>34.000</div> </div>	$2 \times 2 \times 8 = 32$ <div> <div>2</div> <div>9</div> <div>11</div> </div> <div> <div>.344</div> <div>32</div> <div>11.000</div> </div>	$2 \times 3 \times 8 = 48$ <div> <div>15</div> <div>1</div> <div>10</div> <div>26</div> </div> <div> <div>.542</div> <div>48</div> <div>26.000</div> </div>	$2 \times 4 \times 8 = 64$ <div> <div>2</div> <div>15</div> <div>1</div> <div>8</div> <div>26</div> </div> <div> <div>.64</div> <div>64</div> <div>26.000</div> </div>
	43%	34%	54%	41%
COMMUNICATIONS TECHNICAL PERSONNEL OF THE	$12 \times 5 \times 8 = 480$ <div> <div>11</div> <div>11</div> <div>73</div> <div>90</div> <div>53</div> <div>238</div> </div> <div> <div>.496</div> <div>480</div> <div>238.000</div> </div>	$12 \times 2 \times 8 = 192$ <div> <div>6</div> <div>52</div> <div>58</div> </div> <div> <div>.302</div> <div>192</div> <div>58.000</div> </div>	$7 \times 8 = 288$ <div> <div>7</div> <div>1</div> <div>1</div> </div> <div> <div>.157</div> <div>288</div> <div>164.000</div> </div>	$12 \times 4 \times 8 = 384$ <div> <div>11</div> <div>85</div> <div>1</div> <div>50</div> <div>147</div> </div> <div> <div>.384</div> <div>384</div> <div>147.000</div> </div>
	50%	30%	57%	37%
LOCAL AND DISTANT PCM EQUIPMENT 113-616-3007 7007	$2 \times 5 \times 8 = 80$ <div> <div>2</div> <div>2</div> <div>5</div> <div>14</div> <div>6</div> <div>29</div> </div> <div> <div>.363</div> <div>80</div> <div>29.000</div> </div>	$2 \times 2 \times 8 = 32$ <div> <div>2</div> <div>6</div> <div>8</div> </div> <div> <div>.250</div> <div>32</div> <div>8.000</div> </div>	$2 \times 3 \times 8 = 48$ <div> <div>12</div> <div>0</div> <div>8</div> <div>20</div> </div> <div> <div>.417</div> <div>48</div> <div>20.000</div> </div>	$2 \times 4 \times 8 = 64$ <div> <div>2</div> <div>12</div> <div>0</div> <div>9</div> <div>23</div> </div> <div> <div>.359</div> <div>64</div> <div>23.000</div> </div>
		25%	42%	26%
				.9

PERCENTAGE LANGUAGE SKILLS
MOS 3/2

TR = total number of responses to variables in the cluster
T = number of tasks in the cluster
V = variables
R = maximum number of respondents in any task in that cluster

[illegible]

APPENDIX 4

OBSERVATION FORMS

The attached forms were taken to the actual training where observers recorded actual training situations and language used in the training. These forms were used to indicate the CONDITIONS for the Job Language Performance Requirements in this MOS.

DOS _____

PERSON RECORDING _____

LOCATION
(UNIT/AIT) _____

SUBJECT _____

* TASK NUMBER IF KNOWN _____

Physical Environment of Instruction.

- A. Classroom
- B. Open Areas (live firefield- mark-up terrain)
- C. Large enclosed area (bleacher sites)
(Warehouse size)
- D. Other

Comments:

Styles of Communication Instructor, Verbal order

- A. Formal Speech
- B. Informal Speech
- C. Regional/Ethnic
- D. Body Language
- E. Profanity
- F. Shop talk/slang
- G. Non-standard English
- I. Other

Comments:

Media of Instruction

- A. Films
- B. Video cassettes
- C. Graphic Training Aids (diagrams, etc....)
- D. Illustrations (requiring reading/not requiring reading)
- E. Maps
- F. Mock-ups
- G. Models/Aimulate
- H. Real equipment
- I. Transparencies
- J. Tape cassettes
- K. Training Publications (required/available)
- L. Signs/Notices
- M. P.A. System
- N. Normal Voice
- O. Soldier's Manual
- P. Chalkboard
- Q. Other

Comments:

Mode of Response

- A. Manipulating a piece of equipment/device
- B. Answers (spoken - written)
- C. Signals
- D. Performance
- E. Taking Notes
- F. Teamwork
- G. Other

Comments:

Instructional Ratio

- A. Instructor, one-to-one/class
- B. Peer/one-to-one
- C. Group or Committee Group (group of instructors of whom one teaches one portion of the whole)
- Small (12 or less)
- Large (more than 12)
- D. Other

Comments:

72

23

APPENDIX 5

STRUCTURAL/LEXICAL LIST

Attached is the list of
structural and lexical items
for this MOS.
(For discussion, see Section II)

STRUCTURAL ITEMS

SENTENCE PATTERNS

SIMPLE: One subject and one predicate

1. Subject and action verb
Firer aims.
2. Subject and action verb and direct/indirect object
Many things cause burns.
3. Subject and linking verb and subjective complement
This is very important.

COMPOUND: Two or more sentences joined by:

1. Coordinating conjunction

Explain the task and ask the trainees if they understand the task, and the conditions they are expected to perform at the end of the session, the conditions under which they must operate, and the standard they must achieve.

2. Conjunctive adverb

Do not start or stop the vehicle while the radio is on or you may damage the set.

3. Semicolon

A light pressure is exerted on the driving spring when the bolt is forward; however, never attempt to cock the gun while the backplate is off and the driving spring assembly is in place.

COMPLEX: One or more dependent clauses

1. Adjectival (functions as an adjective by modifying nouns and pronouns)

At the bottom of the map you will find three different bar scales which will help you to change map distance to miles, meters, or yards.

2. Adverbial (functions as an adverb by modifying verbs, adjectives, and other adverbs) The mouth-to-nose method is performed in the same way except you blow into his nose while you pinch his lips closed with one hand.

3. Noun (functions as a noun) The person who is performing artificial respiration quickly blows into the casualty's lungs after each five compressions.

SENTENCE TYPES

1. INTERROGATIVE

(do, does, modal, wh-, tag, inverted)
But what about the other 15 meters?
Ask, "What is there?"

2. DECLARATIVE

Classified information will not be discussed over the telephone.

3. EXCLAMATORY

HALT!

4. IMPERATIVE

Issue the challenge in a soft voice and wait for the (requests, commands, second person (singular/plural, negative/affirmative), First and second person (let's)) stranger to reply with the correct password.

5. ELLIPSIS:

Split the bracket until fire for effect is possible. Most common type of ellipsis--subject deleted

6. FRAGMENT

Movement to occupy a position.
All other parts.

ADVERBIAL CLAUSES

1. PURPOSES

Training must be conducted so that at least 80% of the students can accomplish the task trained to the standards specified for the task.

2. CONTRAST

Although natural terrain features are likely not to change and make good reference points to orient a map, you may also use manmade features such as roads, bridges, etc., to orient your map.

3. COMPARISON

Place suitable material under him as well as over him if necessary.

4. RESULT

Blending is the use of camouflage materials on, over, and around an object so that it appears to be part of the background.

5. MANNER

Take deep breath and place mouth around soldier's mouth; then blow forcefully as you observe his chest.

6. TIME

When you have to go a certain distance on foot without any landmarks to guide you, you can measure distance pretty accurately by counting your paces.

Split the bracket until fire for effect is possible.

7. PLACE

Loosen clothing at neck, waist, and other places where it tends to bind.

8. CAUSE

Be careful not to depress the trigger, since this will cause the firing pin to be released.

9. ADVERSATIVE

The casualty has no fractures, but has a bleeding wound.

10. CONDITION

If it isn't, your rifle can still fire, but it could possibly explode, causing you harm.

PHRASES

1. GERUND

(upon) Hearing the correct password, give permission to pass if you have no other reasons to doubt.

2. PARTICIPIAL

Using a straightedge draw a line between the two objects.

3. INFINITIVE

To camouflage exposed skin paint the shiny areas with a dark color.

4. PREPOSITIONAL

Under certain light conditions, front sight ports can be seen, but you can't determine whether you are looking through, above, or to the side of the rear sight aperture.

LEXICAL ITEMS

ADJECTIVALS

"rifle bore cleaner"
"waste material"
"burning residue"
"semi-fixed ammunition"
"extracting/loading ammunition"
"firing hammer"
"four life-saving steps"
"chest/heart massage"
"tourniquet material"
"field material"
"field condition"
"mouth-to-mouth resuscitation"

ADJECTIVES

1. WORD + ABLE

AVAILABLE

2. COMPARATIVES

Threat main tanks are smaller than the US main battle tanks.

3. SUPERLATIVES

The most dangerous targets are those that see you, have the capability of killing you, and appear to be preparing to engage you.

PRONOUNS

1. INDEFINITE

Have someone walk the FDL (if enemy situation permits), and determine dead space (sections of FDL where individual drops below line of sight).

2. POSSESSIVE

Shake his shoulder and shout, "Are you OK.?"

3. SUBJECTIVE

This will give you correct nomenclature.

4. OBJECTIVE

It will also give you the correct functioning.

5. REFLEXIVE

Keep yourself clear of the muzzle.

VERBS

1. VERB TENSES

Make sure you clearly understand the task you are to teach.

--You will be tested.

--If they elect to take it, they must complete the test once they have begun the first event or else they will receive a NO GO for the entire test.

--If the soldier is breathing, mouth-to-mouth resuscitation is not necessary.

--When all 10 pebbles have been moved to the left pocket, you have traveled one kilometer.

--Have someone walk the FDL and determine dead space.

--Sensing is an instantaneous determination by the grenadier as to where the grenade exploded.

present progressive verb
present verb (uninflected, third
person, indicative)
past tense (regular/irregular)
present perfect
future

2. TYPES

intransitive
(You) train for results.

transitive
Mask the casualty.

linking
The skin becomes inflamed.

3. VOICE

active

recognize
protect
is facing
remove
explode
sounds
points out
seen

appear
seek
secure
wear
mask
stored
do require
could affect

has
must be
wipe
rinse
put brush
empty
reassemble
reinstall

passive

given
is protected
is sprayed

are alerted
are reported
have been corrected

are authorized
be corrected

passive+verb+ing
"task will be performed
using procedures"
modal+passive voice
"can be determined"
modal+negative+passive
"must not be eliminated"

4. MODALS

You must demonstrate, once every 6 months, that you can meet or exceed the minimum level of physical fitness required of each member of your unit in accordance with the standards contained in AR 600-9.

Personnel over the age of 40 may elect not to take the APFT. The pulse should be found in the soft area between the Adam's apple and the large muscle on the side of the neck.

Injury or death could result.

During surveillance the operator will have to adjust the range focus to get a sharp image at different ranges.

"might have to be placed"
"be"
"will be given"
"should be"
"must"
"must be"
"can"
"can be"
"may be"
"should not be"

5. AUXILIARIES

(do, does, negative)

Do not zero in under 100 meters.

If the round does not fall within 5 meters of target, zeroing procedures are called for.

GERUNDS

Sensing is an instantaneous determination by the grenadier as to where the grenade explodes with respect to the target.

INFINITIVES

To fire, hold the M16A1 in the rest with your right shoulder firmly against the weapon's butt plate.

ADVERBS +

1. SUPERLATIVE

When such a line of fire exists, the primary sector will be assigned, based on it, with the FDL being the sector limit closest to the friendly troops.

2. INDEFINITE

The launcher has a heavy coat of oil on working parts, and a light coat of oil elsewhere.

3. FREQUENCY

Apply a little graphite grease to the threads of the antenna section for easy removal and to prevent the sections from seizing if they have been rarely removed.

4. OTHER

Assembly procedure for the grenade launcher merely reverses disassembly steps.

5. COMPARATIVE

The care, cleaning, lubrication and adjustment of the mount used with the gun are no less important.

VERBS AND PREPOSITIONS

Line up the key in the receptacle with the slot in the cable connector.

VERBS AND ADVERB

(particles)

Put on the protective mask within nine seconds of the chemical alarm and remain in the contaminated area for at least two minutes without making further adjustments to the mask.

APPENDIX 6

VOCABULARY (DLIELC IN-HOUSE)

The following vocabulary list was extracted from the Soldier's Manual task by task and then categorized into GENERAL, BASIC AND TECHNICAL vocabulary.

NOT APPLICABLE

REF: On 15 MAY 1981 agreement between
TRADOC and DLIELC was reached
that DLIELC In-House Vocabulary
would not be produced for this
MOS.

APPENDIX 7

Appendix 7 is the machine-generated vocabulary list. It was not useful for our purposes. It is included as a vocabulary reference.

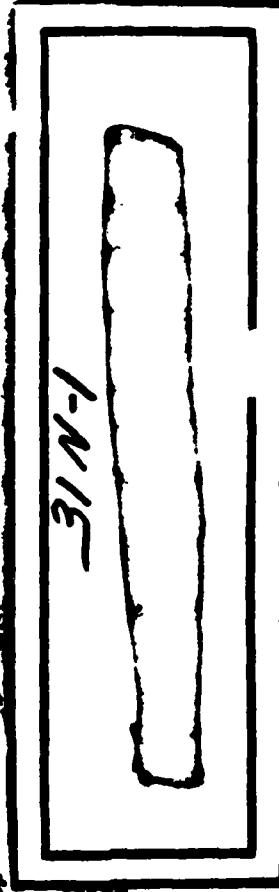
HEADQUARTERS

UNITED STATES ARMY TRAINING AND DOCTRINE COMMAND

FORT MONROE, VIRGINIA 23651

DATA CONTROL NUMBER

Job No/ Proj No



84

Sig
AUG 21 1980
C-1
D-1

COUNT4 JPR14

54 WHP
 2 WHP
 98 WHP
 2 WHP
 1 WHP
 1 WHP
 3 WHP

DING SECTER
 COUNT3 A-RO-

1 WHP
 1 WHP
 1 WHP
 1 WHP
 1 WHP
 3 WHP
 10 WHP

ORD LISTING/AS

COUNT2 WDR2

4 WHP
 16 WHP
 10 WHP
 2 WHP
 1 WHP
 1 WHP
 21 WHP

COUNT1

3 WHP
 3 WHP
 17 WHP
 13 WHP
 3 WHP
 1 WHP

89

WORD LISTING/DESCENDING FREQUENCY

COUNT1 WORD

373 THE 174 TO 136 AND 96 CIRCUIT
73 OF 92 A 88 IN 87 WILL
78 SYSTEM 77 ON 71 TH 70 RP
69 FOR 66 P 65 REFER 60 MPX
66 61 56 HAVE 54 IS 52 EX
61 COMPLETE 51 Y-U 47 SY 44 EQUIPMENT
43 44 LEARD 41 PERFORMANCE 40 THEFTY
39 WITH 37 STANDARDS 35 RECORDS 34 PERFORM
33 MEMORIES 32 C 32 TASK 31 THAT
30 AS 30 THROUGH 29 ENTER 25 ERP
24 FEEL 24 WHEN 23 ACCURACY 23 MAIN
22 FOLLOWING 22 N-DE 21 STATUS 21 CARP
21 21 NUMBER 21 REQUIRED 20 TECHNICAL
20 CENTER 20 FIG 19 FIGURE 19 TYPES
19 TACTICAL 18 ENVIRONMENT 18 WFT
18 FOR 18 TYPE 17 COMPLETION 17 DIFFERENCES
17 MANAGEMENT 17 OPERATORIS 16 NA
16 CHECK 16 COMPLETE 16 SLEPPY
16 MINUTES 15 CHAGIL 15 OR
15 APC 15 LECT 15 STATION
15 LECT 15 UTILIZING 14 STEP
15 UTILIZING 13 WITHIN 13 ENTPY
13 GROUP 13 LINE 13 MAR
13 SIGNAL 13 USE 12 APPROPRIATE
12 TELEPHONE 12 ORGANIZATIONAL 12 SIGN
11 SET 11 TIME 11 APR
10 COMPLETED 10 D 10 F
10 POWER 10 PRIORITY 10 STADIUM
10 YOUR 9 ALL 9 AN
9 CABLE 9 CHANNELS 9 GDIPS
9 PATCH 9 RECEIVE 9 OFD
9 SET 8 BEING 8 RIMPK
8 BY 8 C-26 8 CAN
8 DD 8 DIRECT 8 GENERAL
8 MONITOR 8 SWITCHBOARD 8 SYSTEM/
8 SERVICE 8 USER 7 ACTION
8 TRAPSHOOT 7 FRONT 7 G
7 CABLES 7 END 7 WISE
7 PATCHING 7 PLACE 7 PROCEPURES
7 REPUTS 7 SUBPARA 7 TAR
7 TESTED 7 WIS 6 APPLICABLE
6 BLANK 6 BNM 6 CARDS
6 CHECK 6 CODES 6 CONTROLLING
6 EACH 6 F

DATE 07229 0300 PAGE
COUNT4 WRRF4

COUNT3 WRR03

COUNT2 WRR02

COUNT1 WRR01

1 TCU
1 TCU-SPI7
1 U-TIL
1 VIBRATION
1 W-1/TTU
1

1 TUNLS
1 TRUNK
1 UPNH
1 VERIFIED
1 SERE
1 RATE
1 100053

1 TOTAL
1 TSK
1 UPPER
1 WAR
1 WHICHEVER
1 WARR050
1 W00055

1 TFXIC
1 UNCORRECTABLE
1 V
1 WATER
1 WRRFS
1 WRR060
1 WRRF

AD-A121 086

JOB LANGUAGE PERFORMANCE REQUIREMENTS FOR MOS 31N
TACTICAL CIRCUIT CONTROL (U) DEFENSE LANGUAGE INST
LACKLAND AFB TX ENGLISH LANGUAGE CENTER.. 19 JUL 79

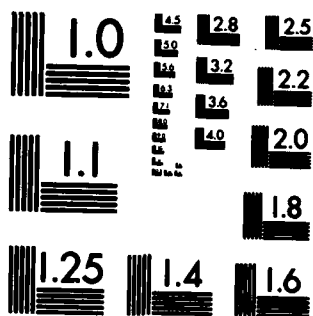
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UNCLASSIFIED

F/G 5/9

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END
DATE
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MICROCOPY RESOLUTION TEST CHART
NATIONAL BUREAU OF STANDARDS-1963-A

HEADQUARTERS

UNITED STATES ARMY TRAINING AND DOCTRINE COMMAND

FORT MONROE, VIRGINIA 23651

DATA CONTROL NUMBER

Job Proj No

WCA
30 SEP 1963

DLI



31N SL1

3, 1911

DATE	DESCRIPTION	AMOUNT	BALANCE	DATE	DESCRIPTION	AMOUNT	BALANCE
1901	Jan 1	100.00	100.00	1902	Jan 1	100.00	100.00
1901	Feb 1	50.00	50.00	1902	Feb 1	50.00	50.00
1901	Mar 1	25.00	25.00	1902	Mar 1	25.00	25.00
1901	Apr 1	12.50	12.50	1902	Apr 1	12.50	12.50
1901	May 1	6.25	6.25	1902	May 1	6.25	6.25
1901	Jun 1	3.12	3.12	1902	Jun 1	3.12	3.12
1901	Jul 1	1.56	1.56	1902	Jul 1	1.56	1.56
1901	Aug 1	0.78	0.78	1902	Aug 1	0.78	0.78
1901	Sep 1	0.39	0.39	1902	Sep 1	0.39	0.39
1901	Oct 1	0.19	0.19	1902	Oct 1	0.19	0.19
1901	Nov 1	0.09	0.09	1902	Nov 1	0.09	0.09
1901	Dec 1	0.04	0.04	1902	Dec 1	0.04	0.04
1901	Total	100.00	100.00	1902	Total	100.00	100.00

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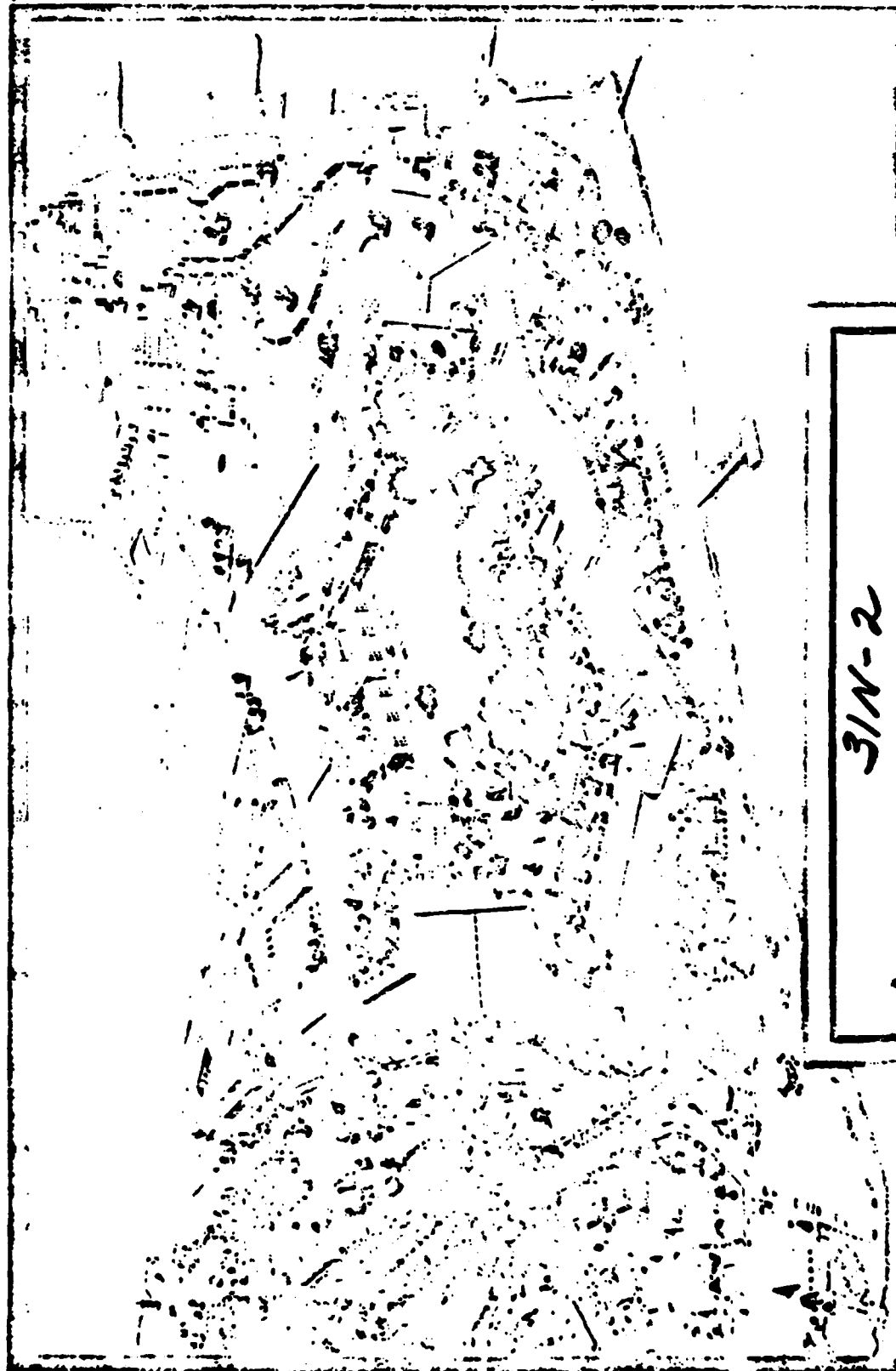
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DATA CONTROL NUMBER

Job No. 1000

UNITED STATES ARMY TRAINING AND DOCTRINE COMMAND

FORT MONROE, VIRGINIA 23651



31N-2

Sis
AUG 21 1980

WPA
DL:

SEQUENCE	WORDS	COUNT2 WORDS	LISTING/ASCEN	COUNT4 WCPDA
1	1	1	1	1
2	2	2	2	2
3	3	3	3	3
4	4	4	4	4
5	5	5	5	5
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97	97	97	97	97
98	98	98	98	98
99	99	99	99	99
100	100	100	100	100

10 M/R	1 MARGIN	5 MASTER	1 PATIENCE
10 MAY	16 MEASURE	2 MEASURED	1 MEASUREMENT
2 MEASUREMENTS	44 MEASURES	1 MEASURING	22 MEY
5 METERS	1 MICROWAVE	1 MILEAGE	0 PILES
2 METERS	1 MIXED	20 MED	2 PDEFL
3 METER	4 MOUNTING	3 MONT-H	12 MTHLY
3 METER	3 MORE	1 MFC	2 PSC-31A
1 METER	2 MULTICHANNEL	6 MULTIPLEX	11 PLST
3 METER	1 N	4 NAM	1 NEW
4 MU	4 MU	5 NOISE	2 APPENDATURE
2 NORM	2 NORM	1 NORMAL	1 NORMALLY
5 NOT	5 NOT	15 NOTE	1 ACTED
3 NOV	3 NOV	22 NUMBER	1 NUMBERING
4 OBSERVED	4 OBSERVED	7 OTT-1M	2 CAPTAIN
14 OCT	14 OCT	151 OF	1 OFFICE
1 OMM	1 OMM	66 CM	3 CMCE
2 ONLY	2 ONLY	1 OPERATES	1 OPERATON
35 OPERATOR	35 OPERATOR	27 OPERATOR'S	1 OPERATED
1 ORDER	1 ORDER	3 ORGANIZATION	36 ORGANIZATIONAL
1 ORIGINATING	1 ORIGINATING	5 OTHER	7 CUT
11 OVER	11 OVER	20 P	5 PAGE
1 PAIRS	1 PAIRS	10 PANEL	4 PAF
2 PARAGRAPH	2 PARAGRAPH	1 PARAMETER	1 PARAPHERS
1 PARTIAL	1 PARTIAL	17 PARTS	2 PA-CA
5 PCM	5 PCM	3 PEAK	4 PENCIL
3 PERCENT	3 PERCENT	24 PERFORM	76 PERFORMANCE
2 PERIOD	2 PERIOD	1 PERIODIC	3 EFFCOS
1 PERSONNEL	1 PERSONNEL	1 PERIODIC	1 PLA
1 PLACES	1 PLACES	1 PLACING	1 PLANS
1 PPM	1 PPM	3 POSITION	1 POSSIBLE
36 PP	36 PP	9 PREPARATION	2 PREPARE
1 PREPAPES	1 PREPAPES	8 PREPARING	26 PREVENTIVE
1 PRIOR	1 PRIOR	2 PREHEM	1 PREHEM
8 PROLOCUTES	8 PROLOCUTES	1 PROHIBITED	1 PROTECTED
1 PROPERLY	1 PROPERLY	1 PROVIDE	1 PURPOSE
2 Q	2 Q	4 CIA	1 QUALITY
4 R	4 R	4 RADIO	1 RECD
3 READINGS	3 READINGS	1 REASON	1 RECEIPT
4 RECEIVED	4 RECEIVED	1 RECEIVES	1 RECEIVING
15 RECORD	15 RECORD	3 RECORDED	1 REC
3 REFERENCE	3 REFERENCE	42 REFERENCES	2 REGIMENT
1 REMAIN	1 REMAIN	1 REMAINS	3 REPAIRS
1 REMOVED	1 REMOVED	7 REPAIR	5 REPLY
2 REPRESENTS	2 REPRESENTS	1 REQUEST	5 REQUESTING
5 REFOURD	5 REFOURD	1 REQUIREMENT	1 REQUIRES
1 RETURN	1 RETURN	2 RESPONDING	1 RESULTS
2 RING	2 RING	1 RETAINED	6 REVIEWED
1 -TOP	1 -TOP	1 RINGDOWN	1 PCTATION
1 SATELLITE	1 SATELLITE	5 S	1 SALVAGE
		1 30-22	1 SP-22/PY

521

17 THE	104 AND	165 TC	151 CF
18 CHECK	124 IN	76 A	112 IN
19 JA	91 MAINTENANCE	76 PERFORMANCE	76 BILL
20 TSK	69 HAVE	67 SYSTEM	66 CN
21 A	66 MAY	64 RE	50 IS
22 C	55 REFER	52 PARA	71 WITH
23 CINCINT	49 CHAP	49 YOU	49 STANDARDS
24 THIS	47 THROUGH	44 MEASURES	42 REFERENCES
25 B	36 MANUAL	39 SERVICE	37 MPN
26 PERFORMED	36 PP	35 COMPLETED	34 ITEMS
27 END	32 NEED	32 ITEM	31 ARE
28 OPERATOR	31 JUS	31 CR	31 SIGNAL
29 FOLLOWING	29 ORGANIZATIONAL	30 PATCHING	29 CONNECTED
30 C	28 CASE	29 MJD	29 SCHEDULED
31 PREVENTIVE	27 OPERATOR'S	27 SERVICES	26 CIRCUITS
32 ACCORDANCE	26 WITHIN	25 CR	24
33 SUPPORT	24 AVAILABLE	23 COMPLETION	22 EQUIPMENT
34 ILG	22 ABOVE	22 CONDITIONS	22 SEC
35 TACTICAL	22 MET	22 PERFOM	21 LEVEL
36 VFC	21 CHECKS	21 DATE	20 W/C
37 COMMUNICATIONS	20 NEW	20 ENVIRONMENT	19 MAY
38 MP/SEC-76	19 CORRECTLY	19 MANAGEMENT	19 LIST
39 P	18 AS	18 DD	17 INCLUDING
40 PART	18 PANEL	17 EN	16 IN
41 TERS	17 REPAIR	17 SPECIAL	16 TAMS
42 TUPLE	16 MEASURE	16 T	15 PART
43 DECSD	15 D	15 NOTE	14 E
44 I	15 TERMINAL	15 YOUR	14 SEC
45 S	14 IF	14 CCT	13 MINUTES
46 S	14 CATCHCARD	14 TEC	13 SB-611/MRC
47 S	13 PERSONNEL	13 ROUTING	12 AT
48 S	13 USED	13 W/C	12 ACE
49 S	12 DAILY	12 LISTS	11 CAPLE
50 S	12 20-075	12 SOLIDICR'S	11 LISTED
51 S	11 DIRCT	11 INDICATES	10 SYMBOL
52 S	11 MUST	11	10 CHARACTERS
53 S	10 METERED	10 E/JS-4-B	10 FACILITY
54 S	10 INK	10 THEY	9 MSC
55 S	9 BY	10 MAR	9 CHARACTER
56 S	9 GENERAL	9 CARD	9 NCURS
57 S	9 QUARTERLY	9 WORK	9 SHOULD
58 S	8 AUTOMATIC	9 RECEIVED	8 CORRECTIVE
59 S	8 DEAFMAN	8 CHECKED	8 FAULTS
60 S	8 GS	8 CS	8 FILES
61 S	8 PROCTURES	8 INSURE	8 SHORTCOMINGS
62 S	8 TIME	8 SCHEDULE	8 TMC
63 S	7 LONG	8 THEORLESHECTING	7 CANCT
64 S	7 CHECKING	7 BRIGADE	7 F
65 S	7 NIGHTP	7 CONTROL	7 L

COUNT2 MOR COUNT3 WORDS

CCOUNT4 MOR

7 LOCKED	7 OBTAIN	7 OUT	7 PENDING
7 ST	7 ST	7 TECHNICAL	7 TELEPHONE
7 WAVE	7 WAVE	6 ALSO	6 CONNECTION
6 CONNECTED	6 CORPAA	6 CRY	6 DESIGNATOR
6 GROUPS	6 FORWARD	6 FROM	6 GROUP
6 INSTALLATION	6 LINE	6 LOCAL	6 MAINTAINING
6 MULTIPLY	6 OPERATIONAL	6 POWER	6 REVIEWED
6 STEEL	6 STATION	6 SUPERVISOR	6 TAP
5 TESTING	5 -4	5 ACTION	5 JILL
5 ASSIGNED	5 BLOCK	5 CURRENT	5 CADPAA
5 DEFICIENCY	5 DISTANT	5 DIVISION	5 PACH
5 EXHAUSTIVE	5 IDLE	5 INSTALLED	5 JACK
5 LONG	5 MASTER	5 METER	5 NAVY
5 HOUSE	5 NUT	5 OTHER	5 PAIR
5 PC1	5 PENCILED	5 REPORT	5 REQUESTING
5 RETURN	5 S	5 S9-575/PSC	5 STEPS
4 W/TC-65	5 TS-240/PCM	4 -SC	4 ABNORMAL
4 COMPOSITION	4 WORKED	4 BLOCKS	4 CHANNELS
4 DELIVERED	4 CORRESPONDENCE	4 COURSE	4 CADPAA
4 EXHIBIT	4 DISPOSITION	4 CUE	4 ENV
4 INDICATE	4 FIF	4 FOLLOWS	4 IDENTIFICATION
4 LAG	4 INP	4 INT	4 JAN
4 INP	4 4	4 MONITORING	4 NAV
4 PFI	4 CERVED	4 PAP	4 PENCIL
4 RECEIVED	4 QUA	4 R	4 PHOTO
4 SEC	4 SCA	4 SEND	4 SIGNALS
4 TAG	4 STANDARD	4 STRIPED	4 SYSTEMS
4 TRANSMISSION	4 TAKEN	4 TELESPACE	4 TRAFFIC
3 /	4 TSC-76	4 TYPE	4 USE
3 AFTE	3 7	3 ACCORDING	3 ACTIVITY
3 B-2	3 MATS-84	3 HY	3 APP
3 COLONY	3 RING	3 BELOW	3 CHART
3 CORRECT	3 COMMUNICATIONS-ELECTRONIC	3 CONNECTIONS	3 CROSSL
3 DEATH	3 CADPAA	3 DATA	3 DIGITAL
3 DEFENSE	3 OPERATED	3 IDENTIFIED	3 INDICATED
3 JUNE	3 INSPECTION	3 INTRODUCTION	3 J
3 MCM	3 MONTH	3 LESS	3 LISTING
3 MCM	3 ONCE	3 MONTHS	3 PCPE
3 POSITION	3 PERCENT	3 CRODS	3 ORGANIZATION
3 REPORTED	3 PROBLEM	3 PERIODS	3 PLACED
3 SCROLLING	3 REFERENCE	3 READINGS	3 RECEIPT
3 TAP	3 SET	3 REGISTRATION	3 REMARKS
3 TAP	3 TESTED	3 SPACE	3 SWITCHBOARDS
3 VOICE	3 VOICE	3 UNIT	3 SWITCH
2 ACTIVE	2 ACTIVE	3 WHICH	3 WORKSHEET
2 ATTACHED	2 ATTACHED	2 ADJACENT	2 ADMINISTRATION
2 BRIDGING	2 BRIDGING	2 APP	2 APPLICABLE
2 CLAIM	2 CLAIM	2 BATTALION	2 BETWEEN
		2 BRIGADE/SEPARATE	2 CAVALRY
		2 COMMAND	2 CCN42

1120

DATA CONTAINED

No. 1, No.

UNITED STATES ARMY TRAINING AND DOCTRINE COMMAND

FORT MONROE, VIRGINIA 23651



212 512

308

DLI

AGE 1577 GYCK SCW

1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1</
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5	TRUCK	117.1	1.1
5	TRUCK	112.1	
5	TRUCK	7.1	
5	TRUCK	112.3	4.1
5	TRUCK	112.1	
5	TRUCK	110.1	
5	TRUCK	112.2	
5	TRUCK	110.1	
5	TRUCK	110.1	
5	TRUCK	112.1	
5	TRUCK	12.7	10.1
5	TRUCK	1.5	
5	TRUCK	1.8.1	1.1
5	TRUCK	112.1	12.1
5	TRUCK	138.1	12.2
5	TRUCK	4.1	
5	TRUCK	4.2	
5	TRUCK	31.1	

5 021 000/77M

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APPENDIX 8

ENGLISH LANGUAGE STRUCTURES AND LEXICON

The following list is included as an addition to the structural and lexical list. These structures and lexical items are very basic.
(See Section II for discussion.)

C

LIST OF LEXICAL AND STRUCTURAL ITEMS FOR ENGLISH LANGUAGE STRUCTURES

Sentences:

- | | |
|------------------|-------------------------|
| A. Declarative | statement |
| B. Interrogative | question |
| | 1. wh- questions |
| | 2. tag questions |
| | 3. yes/no questions |
| C. Imperative | command, polite request |
| D. Exclamatory | exclamation |

Sentence Complexity:

- | | |
|---------------------|---|
| A. Simple | one full subject and predicate |
| B. Compound | two or more independent clauses joined by: |
| | 1. punctuation |
| | 2. punctuation and conjunctive adverb |
| | 3. coordinate conjunction |
| C. Complex | one or more dependent clauses and an independent clause |
| D. Compound-Complex | two or more independent clauses and one or more dependent clauses |

Verbs:

- | | |
|----------------------------|---|
| A. Concord | subject-verb agreement |
| B. Transitive | takes an object |
| C. Intransitive | doesn't take an object |
| D. Copula | to be |
| E. Linking | connectors |
| F. Auxiliaries of tense | will, do, did |
| G. Auxiliaries of modality | should, ought to, must to, have to, have got to, able to, can, may, might, could, would |
| H. Tense | present, past |
| I. Aspect | perfect, progressive |

Verbal Forms:

- | | |
|-----------------------|---------------|
| A. Present Participle | active voice |
| B. Past Participle | passive voice |

Voice:

- | | |
|------------------------|----------------------------|
| A. Active | subject does action |
| B. Passive | subject does not do action |
| 1. agent expressed | |
| 2. agent not expressed | |

Nouns:

- | | |
|---------------|-----------|
| A. Singular | man, pen |
| B. Plural | men, pens |
| C. Count | chairs |
| D. Mass | flour |
| E. Possessive | soldier's |
| F. Collective | fish |

Adjectives:

- | | |
|--------------------------|---------------------------|
| A. Predicative | The tank is green. |
| B. Attributive | The green tank is moving. |
| C. Degrees of comparison | |
| 1. regular | big, bigger |
| 2. irregular | worse, worst |
| D. Ordinal/Cardinal | |
| Numbers | first, one |

Adverbs:

- | | |
|-------------------|-------------------------|
| A. Time/Frequency | immediately, today, ago |
| B. Place/Position | here, there, everywhere |
| C. Manner | maybe, possibly |
| D. Negative | no, never |
| E. Comparison of | nearest, harder |
| F. Degree | thoroughly, completely |

Articles:

- | | |
|---------------|-----------|
| A. Definite | a, the |
| B. Indefinite | any, some |

Pronouns:

- | | |
|------------------|---------------------|
| A. Personal | you |
| B. Demonstrative | that |
| C. Indefinite | anybody, both, each |
| D. Reflexive | himself, yourself |
| E. Cases of | I, me, my, mine |
| F. Relative | who, whom, whose |
| G. Interrogative | who, which, what |

Conjunctions:

- | | |
|-----------------------|------------------------------|
| A. Coordinating | and, but, or, nor |
| B. Subordinating | because, if, as, that, after |
| C. Correlative | either, or |
| D. Conjunctive adverb | therefore, furthermore |

E

Prepositions:

A. Simple

- | | |
|----------------------------------|------------|
| 1. place | on, in |
| 2. time | in, at, on |
| 3. direction/motion | to |
| 4. manner/agent/
instrument | by, with |
| 5. measurement/
number amount | of |

B. Compound:

according to, because of, by means

Vocabulary:

words from 1100 through 2400 -
Elementary and Intermediate Phase of General
English materials

Special Expressions/Idioms

"knock it off" "can it, buddy"

Verb Combinations

two word verbs

